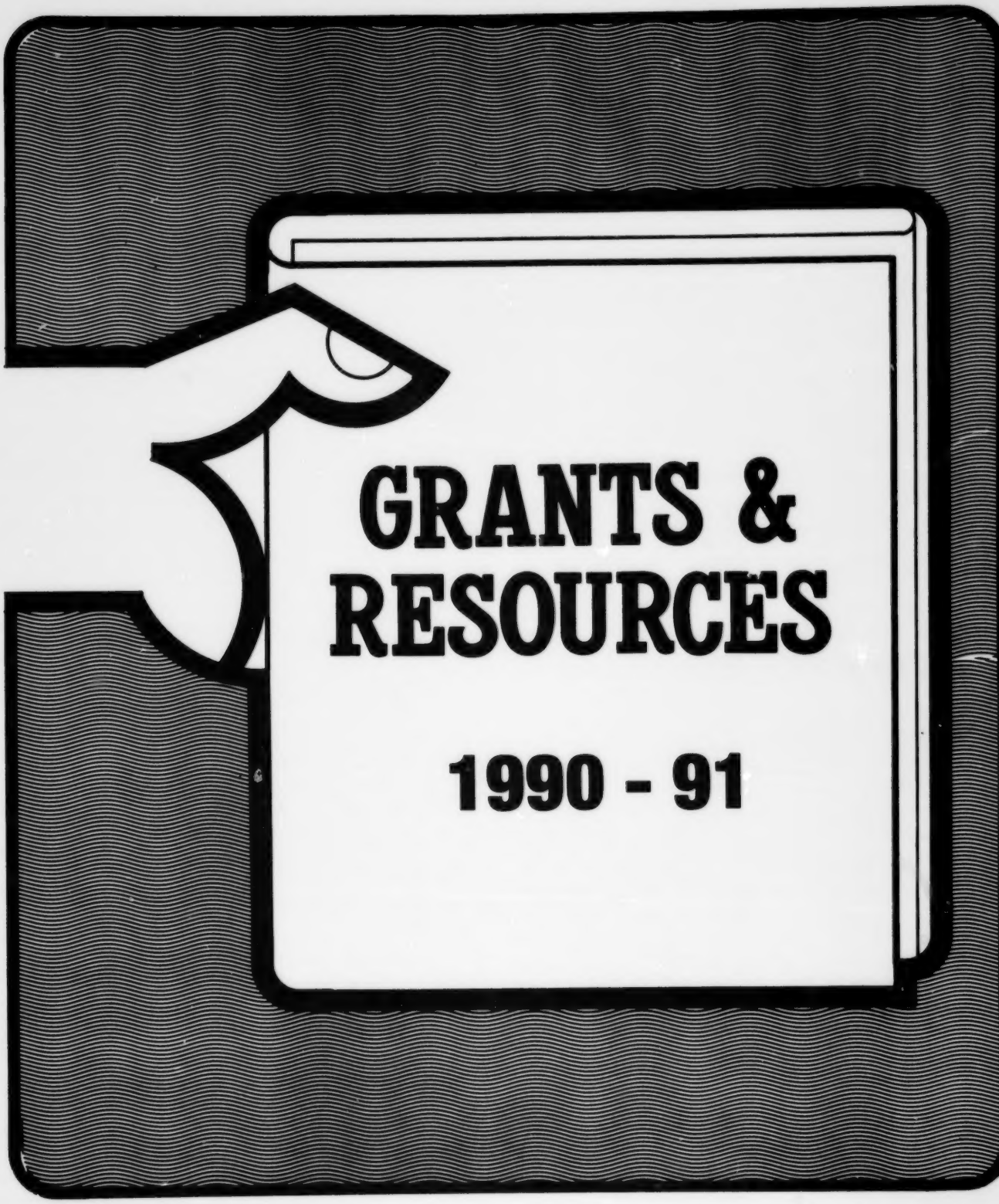


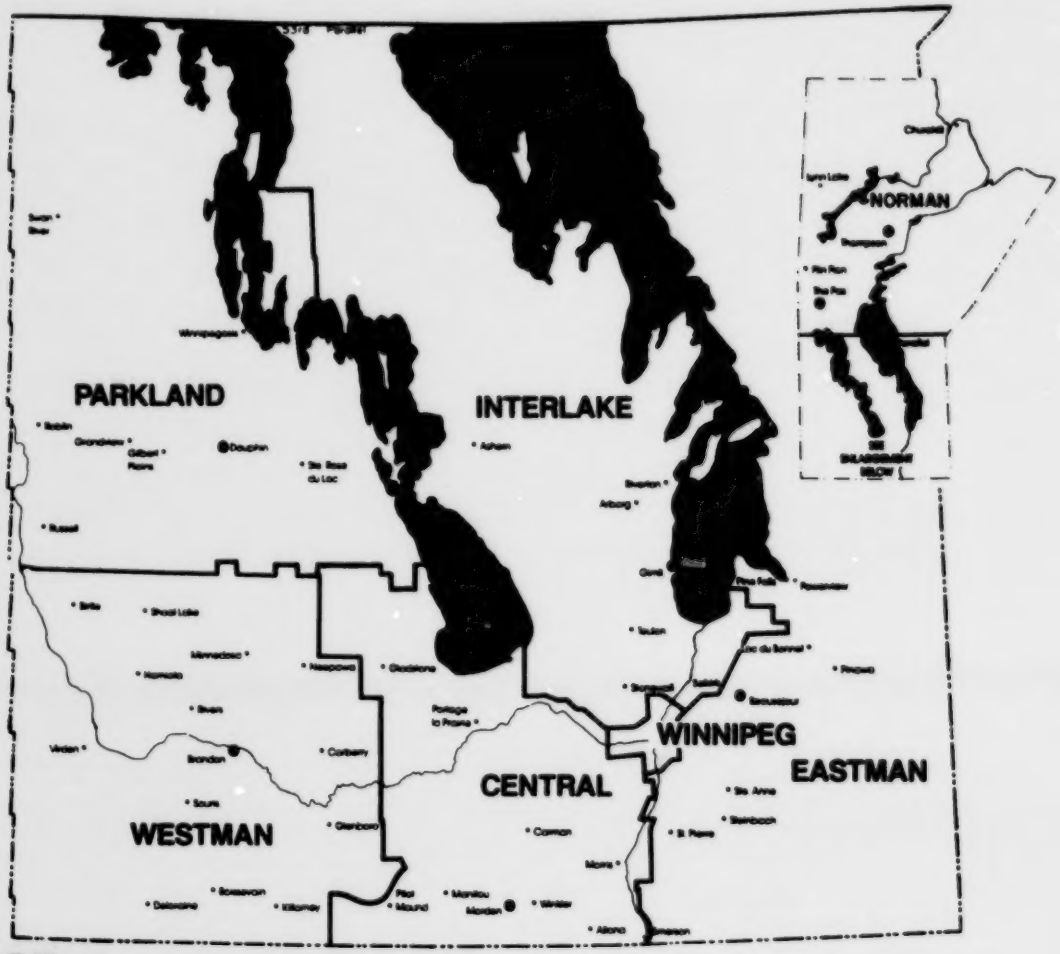
GRANTS & RESOURCES

1990 - 91

Manitoba
Culture, Heritage
and Recreation
Recreation

MG-12241 (Rev. 89)

Manitoba Culture, Heritage and Recreation— Regional Services.



Regional Offices

Westman
Room 116
340 — 9th Street
Brandon, Manitoba
R7A 6C2
Phone: 726-6066

Eastman
Box 50
Beausejour, Manitoba
R0E 0C0
Phone: 268-1411

Central
Box 1750
Morden, Manitoba
R0G 1J0
Phone: 822-5418

Interlake
Box 1519
Gimli, Manitoba
R0C 1B0
Phone: 642-5155

Parkland
27 — 2nd Avenue, S.W.
Dauphin, Manitoba
R7N 3E5
Phone: 638-9111

Norman
Thompson Office
59 Elizabeth Drive
Thompson, Manitoba
R8N 1X4
Phone: 677-6780

The Pas Office
Box 2550
The Pas, Manitoba
R9A 1M4
Phone: 623-6411

Winnipeg
Regional Services
4th Floor
177 Lombard
Winnipeg, Manitoba
R3B 0W5
Phone: 945-4473

91-02175/

Minister of
Culture, Heritage and Recreation

Room 118
Legislative Building
Winnipeg, Manitoba, CANADA
R3C 0V8

I am pleased to present the 1990-91 edition of the Grants and Resources Manual, produced by the Recreation Branch of Manitoba Culture, Heritage and Recreation.

The intent of this manual is to assist organizations committed to improving leisure opportunities within their community. Resources available from provincial and federal government departments, umbrella organizations and other sources have been identified. Volunteer organizations are also encouraged to access other resources offered through my Department including our consultation services and Fundraising and Grantsmanship workshops.

I believe that volunteer organizations will find the Grants and Resources Manual a valuable source of information for successfully securing funding support for their operations and services.

I wish you success with all of your endeavours!

Sincerely,

Bonnie Mitchelson

Bonnie Mitchelson

TABLE OF CONTENTS PAGE

INTRODUCTION 1
WORKSHOPS FOR YOUR ORGANIZATION 2
GRANTS AND FUNDRAISING 3
FUNDRAISING TIPS 6
INCORPORATION 7
CHARITABLE STATUS 8
FUNDING CONSIDERATIONS 9

PROVINCIAL GOVERNMENT

DEPARTMENT OF EDUCATION AND TRAINING

Grants for Adult Education Courses 11
Grants for Adult English As A Second Language Courses 12

DEPARTMENT OF FAMILY SERVICES

Employability Enhancement Program 14
Newcomer Services Support Program 15
Northern Youth Corps 16
Program Recognition 18
List of Youth and Regional Services Offices 19

DEPARTMENT OF INDUSTRY, TRADE AND TOURISM

Coaches and Officials Development Program 20
Funding To Provincial Sports Associations 23
Funding To Regional Sport Associations 24

MANITOBA CULTURE, HERITAGE AND RECREATION

The Recreation Innovation Fund 25
Community Archives Equipment Grant 26
Books By Mail 27
Community Commemorative Plaque Grants 28
Community Cultural Councils 29
Community Museums 31
Equipment Grant For Remote Communities 33
Ethnocultural Heritage and Support Program 34
Project Grants 36
Grants To Provincial Recreation Associations 38
Linguistic Support 40
Municipally-Designated Heritage Building Grant 41
Oral History Grants 43
Provincially-Designated Heritage Building Grant 45
Public Events Sponsorship 47
Recreation District Grants 50
Regional Juried Art Shows 51
Rural Library Establishment Grants 53
Rural Library Operating Grants 55
Skills Transfer 57
Travelling Libraries 59
Regional Services Branch 60

TABLE OF CONTENTS PAGE

MANITOBA ENERGY AND MINES

The Energy Bus Program 62

MANITOBA HEALTH

Vocational Rehabilitation Services for the Disabled in Manitoba 63

MANITOBA HIGHWAYS AND TRANSPORTATION

Transportation of the Mobility Disadvantaged in Rural Manitoba 66

MANITOBA NATURAL RESOURCES

Control of Dutch Elm Disease 67

MANITOBA NORTHERN AFFAIRS

Programs Specific to the North 68

MANITOBA RURAL DEVELOPMENT

Centennial Grants 70
Planning District Development Plan 71

FEDERAL GOVERNMENT

CANADA COUNCIL

Explorations 72

DEPARTMENT OF COMMUNICATIONS

Cultural Initiatives 74
Museums Assistance Programmes 77

DEPARTMENT OF THE SECRETARY OF STATE OF CANADA

Introduction 79
Aboriginal Friendship Centre Program 80
Aboriginal Women's Program 81
Canada Day 82
Disabled Persons Participation Program 83
Human Rights Program 84
Multiculturalism-Community Support and Participation 85
Multiculturalism-Heritage Cultures and Languages 86
Multiculturalism-Race Relations and Cross-Cultural Understanding 87
Official Language Communities 88
Promotion of Official Languages 89
Voluntary Action Program 90
Women's Program 91

TABLE OF CONTENTS

	PAGE
EMPLOYMENT AND IMMIGRATION CANADA	
Community Futures	92
Grants to Voluntary Organizations	94
Industrial Adjustment Service (IAS)	95
Job Development	96
Job Entry	98
Challenge	99
Skill Investment	100
Skill Shortages	101
Canada Employment Centres	102
HEALTH AND WELFARE CANADA	
Health Promotion Contribution Program	103
New Horizons	104
Senior's Independence Program	105
OTHER FUNDERS	
MANITOBA ARTS COUNCIL	
Community Access	107
Artists in the Schools	109
Artventures	110
Exhibition Assistance	112
Public Readings By Manitoba Writers	114
MANITOBA COMMUNITY SERVICES COUNCIL INC.	
Manitoba Community Services Council Inc. Grants	116
MANITOBA COUNCIL OF ARCHIVES	
Program	117
MANITOBA HERITAGE FEDERATION	
Gaming Funds Allocation	118
Travel Grant	119
Heritage Development Program	120
MULTICULTURAL GRANTS ADVISORY COUNCIL	
Ethnocultural Community Support Fund	122
CANADA FITNESS AND LIFESTYLE RESEARCH INSTITUTE	
Research Contributions Program	126
Foundations	128

TABLE OF CONTENTS PAGE

JUNIOR OLYMPICS

Junior Olympics 130

MANITOBA ATHLETIC THERAPISTS' ASSOCIATION

Athletic First Aider Program Level 1, 2 and 3 131
Special Events Vehicles 133

MANITOBA HABITAT HERITAGE CORPORATION

The Critical Wildlife Habitat Program 134

MANITOBA COUNCIL ON AGING

Manitoba Senior Citizens' Handbook 135

NATIONAL FILM BOARD OF CANADA

National Film Board 136

REGIONAL SPORT ASSOCIATIONS 138

SERVICE CLUBS 139

WILDLIFE HABITAT CANADA

Wildlife Habitat Canada 140

INTRODUCTION

In 1983 a need was identified to consolidate information regarding the various grants and resources available to voluntary organizations and communities throughout Manitoba. In response to this need the Recreation Branch of Manitoba Culture, Heritage and Recreation produced the first edition of the Grants and Resources Manual. Annually updated versions continue to be published.

The information contained in this, the eighth edition, was gathered in September 1990 and was current at time of publication. Users, however, are urged to contact the respective government department or agency prior to preparing their submission as changes can occur in the conditions or criteria of some grant programs.

Copies of the Grants and Resources Manual 1990-91 is available in your local library, municipal office or Recreation Director office or regional office of Manitoba Culture, Heritage and Recreation Your Regional Office of C.H.R. has an accompanying manual which contains application forms and other support materials which you may need to complete your grant application. The Regional Office telephone numbers are on the inside front cover.

There is no copyright on this manual so you may photocopy any pages you need.

Any comments or suggestions you may have about future editions are welcome and can be directed to:

Recreation Branch
Manitoba Culture, Heritage and Recreation
8th Floor - 177 Lombard Avenue
Winnipeg, Manitoba
R3B 0W5

WORKSHOPS FOR YOUR ORGANIZATION

The Skills Program

The Skills Program helps volunteers learn to manage their not-for-profit organizations more effectively through workshops custom designed by competent trainers to meet the needs of individual organizations, boards or committees. Most workshops can be provided in English or French.

To arrange a workshop contact a Regional Office or Branch Office of Manitoba, Culture, Heritage and Recreation or the office of the `umbrella` organization with which your organization is affiliated. You may also contact the Recreation Branch at 945-4401.

Skills Workshops are enjoyable as well as good learning experiences. The trainers have well developed facilitation skills which promote active participation. A workshop may be just what your organization needs to reward hardworking volunteers, to revitalize tired members or orient new board members.

FUNDRAISING AND GRANTSMANSHIP WORKSHOP

A Fundraising and Grantsmanship Workshop for your organization may cover creative ways of raising funds, various methods of researching grants and determining which are available to your organization, systems of proposal writing, gaining corporate sponsorship and the benefits of incorporating your organization.

FINANCIAL MANAGEMENT WORKSHOP

This workshop provides a simple, logical approach to bookkeeping, budgeting, record keeping and reporting. Everything a board would need to know to set up and maintain their financial accounts is offered in an easy to learn and use style.

LONG AND SHORT TERM PLANNING WORKSHOP

This workshop provides a clear understanding of the definitions, concepts and processes involved in organizational long and short term planning.

LEADERSHIP WORKSHOP

This workshop examines qualities of an effective leader, leadership roles in volunteer based organizations and leadership skills such as organization, making presentations, running a meeting, solving problems and making decisions.

EFFECTIVE MEETINGS WORKSHOP

This workshop covers preparing a meeting agenda and minute-taking, parliamentary procedure and how to manage decision making in meetings.

GRANTS AND FUNDRAISING

This introductory section offers some information for consideration on grants and fundraising. It defines some grant terminology and outlines the components and detailed preparation format of a grant proposal. Information on incorporation and registration for charitable status is presented. Lastly, the rationale of fund granting is given from the perspective of both the private and public sector.

We hope some of these ideas are valuable to you and your organization for long and short-term planning and developing strategies for fundraising.

Grant Terminology:

BUDGET: An itemized list of expenditure and income estimates to carry out the proposed project. It includes direct and indirect costs, matching contributions as well as anticipated sources of revenue.

DIRECT COSTS: Expenses directly associated with carrying out the specific project. It can include such things as salaries and benefits for staff hired for the project, travel, equipment, supplies, telephone, postage and print costs.

INDIRECT COSTS: Costs incurred that are not readily identifiable as direct costs but necessary for the overall operation of the organization so that they can carry out the proposed project.

MATCHING: Participation in a program on a dollar for dollar basis.

IN KIND CONTRIBUTION: Dollar value of non-cash contribution such as volunteer time, equipment, supplies and/or facilities.

Before applying for funding MAKE SURE:

1. You are clear about your organization's purpose and the pbjectives of the project(s) for which funding support is required.

2. You know what projects are needed - Priorize your needs within your own organizational framework and purpose.

3. Your group can carry out the project. In some cases you may work co-operatively with another organization.

4. You have community support from key individuals, groups or institutions.

5. The project is feasible:

    a) the size is appropriate for your group to carry out
    b) if other groups are needed, they have agreed to participate
    c) the space, equipment or facilities are available
    d) the people skills are sufficient or outside professional or support personnel are available
    e) the costs reflected are current and reasonable.

Granting Considerations:

1. The project must fit the grant program guidelines and intent.
2. Categories of costs should be specified to reflect the areas that funding can cover. In some cases, only actual costs are allowed. In all cases, keep accurate records of expenditures and receipts.
3. Note the number of application copies required.
4. Note application deadline and decision notice dates.
5. Payment procedures, time frames and partial payment schedules should be taken into consideration. Evaluation reports are essential to final funding in some cases.
6. Copyrights and credit lines. Make sure you know if credit is due to the sponsoring organization. Check where copyright of material is necessary and possible responsibilities that entails.
7. If rejected, try other funding sources.

The Components of a Grant Proposal are:

	SUMMARY	clearly and concisely summarizes the request
I.	INTRODUCTION	describes the agency's qualifications or "credibility"
II.	PROBLEM STATEMENT OR NEEDS ASSESSMENT	documents the needs to be met or problems to be solved by the proposed funding
III.	OBJECTIVES	establishes the benefits of the funding in measurable terms
IV.	METHODS	describes the activities to be employed to achieve the desired results
V.	EVALUATION	presents a plan for determining the degree to which objectives are met and methods are followed
VI.	FUTURE OR OTHER NECESSARY FUNDING	describes a plan for continuation beyond the grant period and/or the availability of other resources necessary to implement the grant
VII.	BUDGET	clearly delineates costs to be met by the funding source and those to be provided by the applicant or other parties

Preparing a Funding Proposal

1. IDENTIFY YOUR ORGANIZATION

   - Name
   - How many people belong
   - When it was established
   - Where it is located
   - Purpose

2. HOW IS YOUR ORGANIZATION OPERATED?

   - Is it a registered charity? What is its number?
   - Is it incorporated? What is its number?
   - Who is eligible for membership?
   - What is the procedure for becoming a member?
   - Is the organization democratically run? Are elections held annually?
   - List any groups affiliated with your organization.

3. HOW ARE RESPONSIBILITIES DISTRIBUTED WITHIN THE ORGANIZATION?

   - List the names and titles of the executive in your organization.
   - Explain the responsibilities of each member of the executive.
   - Provide the name, title, address and telephone number of the person in charge of the project to whom all correspondence is to be directed.
   - List the names of people in your organization who will take on the major responsibilities of the project and explain these responsibilities.

4. WHAT DOES YOUR PROJECT EXPECT TO DO?

   - Outline the project and what it hopes to accomplish.
   - Explain your objectives in concrete rather than general terms.
   - Explain your approach and support the methods you will use to reach your objectives.
   - Provide a method for evaluating the project's progress. State the objectives in such a way so observers will know if you have accomplished what you set out to do.

   - Include a photograph of the people involved in event, or an architectural sketch of the building, etc., you wish to construct.
   - Define the scope - local community, provincial or national?

5. STATE WHY YOUR PROJECT SHOULD PROCEED

   - Is there a need or demand for your type of project? Explain how it meets the need.
   - Give the characteristics of the people your project would serve.
   - Does the project avoid duplication of similar projects (efforts) being conducted by other organizations?
   - Give the qualifications and experience of key people involved with the project.
   - Name projects you have completed in the past, and include whether they were successful.

6. STATE WHAT RESOURCES YOU WOULD USE OUTSIDE OF YOUR ORGANIZATION

- Name informed persons, independent of the organization, who may be consulted on this project as references.
- List other individuals or organizations supporting this or similar projects.
- Name others whose support has been requested, or who have declined to assist.
- State any previous contact with the funding body being approached including previous financial assistance.

7. WHEN WILL YOUR PROJECT OPERATE OR BE UNDERTAKEN?

- Expected duration of the project.
- Preparation and planning time.
- Provide reasonable assurances that your organization is capable of undertaking this project and that the organization will be in existence in the foreseeable future.

8. THE BUDGET

- The organization's latest (audited) financial statement.
- A detailed operating budget for the project showing how the money will be spent and the amount coming from all sources.
- Explain any specialized spending of the money.
- Explain the reason(s) for any deficits in your organization's budget and a listing of specific sources of funding to cover the deficits.
- Indicate how the necessary funds will be obtained if your program continues beyond the proposed grant period.

Fundraising Tips

1) You must believe your cause is worthwhile and sell the idea to the community.

2) You should form a separate fundraising committee for special projects. The standing committee may be overworked and may not put in the required efforts to make fundraising successful.

3) The fundraising idea must be designed to suit the needs and abilities of your particular community and possible donors.

4) You must make long range plans. The goals and objectives and budget should span several years.

5) Have enough volunteers involved so that each person only has to make a small contribution.

6) When recruiting volunteers for the fundraising campaign, describe several jobs and give the people a choice.

7) Keep accurate records.

8) Choose a project that has a high return of money for a minimum expendi- ture of money, time and labor.

9) Combine direct and indirect fundraising campaigns. Direct fundraising is when you present your idea, project or program to a potential donor and give that person the opportunity to contribute to it. Indirect fundraising is when you have activity that produces something else to sell - with the proceeds going to the cause.

10) Aim for fewer, more successful events.

11) Approach people individually in person for their contribution of time, service, money or equipment.

12) Give recognition to everyone involved. Publicize the amount raised and the members of the committee.

13) Become incorporated because incorporation is one step along the way to providing the legitimacy of your organization when it comes to fund- raising.

14) If you plan to solicit donations from the private sector you must register as a charitable organization with Revenue Canada.

Incorporation

Incorporating is not necessary, however, it does allow for certain legal advantages. The benefits of becoming incorporated are:

1. An individual member of an incorporated organization cannot be held legally responsible for a debt or liability of the organization.

2. An organization may hold title to property or let contracts in its own name.

3. Being incorporated gives the organization a greater sense of credibility and stability.

4. Incorporation may assist an organization seeking to become a registered charitable organization under the Canadian Income Tax Act.

Incorporation falls under either provincial or federal law. If an organization operates in more than one province, it should incorporate itself federally or in each province. If an organization operates in only one province, it should incorporate itself under the provincial law.

To incorporate in the Province of Manitoba, the following procedure must be followed:

STEP 1: <u>RESERVATION OF CORPORATE NAME</u> (valid for 90 days only)

(a) Complete legibly Corporate Name Reservation Request (Form #25), in duplicate. Note guidelines on reverse side of the form.

(b) Submit with the prescribed corporate name reservation fee of $25.00 to the address listed below.

If the name is available one copy of the Request and both copies of the NUANS printout will be returned to Applicant. When these are received, Step 2 may be completed.

If the name is not available, a new name must be selected and Step 1 repeated.

STEP 2: SUBMIT ARTICLES OF INCORPORATION: (within 90 days of reservation of name)

(a) Use prescribed Form 1 (2 pages) for corporation with share capital.

(b) Use prescribed Form 2 (2 pages) for corporation without share capital.

(c) Complete appropriate Articles of Incorporation legibly (handprinted or typewritten) in duplicate.

(d) Submit with Transmittal Notice in duplicate properly completed; approved Corporate Name Request; original copy of NUANS report, and appropriate prescribed fee.

FEES

(a) A corporation with share capital is $250.00
(b) A corporation without share capital is $60.00

Payable by currency, money order, or certified cheque to the Minister of Finance.

MORE INFORMATION IS AVAILABLE FROM:

Consumer and Corporate Affairs
1010 Woodsworth Building
405 Broadway Avenue
Winnipeg, Manitoba
R3C 3L6
Phone: 945-2500

Charitable Status

Unless an organization is registered under the Federal Income Tax Act as a charitable organization, their chances of obtaining large donations are very slim. Donors give large donations usually as a tax deduction and unless you are registered a charitable organization, you are unable to give tax receipts. Organizations raising funds should become a registered charity for several reasons:

- The organization will be tax exempt.
- Donations given to the organization are then tax-deductible.
- It assures the donor that their donation will be used solely for charitable reasons.

In order to qualify for registration, an organization must declare that it has formed for one of the four categories of purpose:

A) the relief of poverty
B) the advancement of religion
C) the advancement of education
D) other purposes beneficial to the community

Note: More information is available from:

Revenue Canada Taxation
391 York Avenue
Winnipeg R3C 0P5
983-6350

Funding Considerations

Here is a partial list of the reasons given most often by organizations as to why they do or do not give.

PRIVATE SECTOR

Why They Do

- the project falls within the limits of the guidelines established by the organization for funding or providing services.
- the project has something to offer the potential supporters in the form of an investment, (such as advertising)
- it will improve the company's image within the community
- employees from the supporting business will be involved in the project

Why They Do Not

- not a registered charity
- not incorporated
- prefer to give to general charities such as the United Way. Many businesses fear that contributing funds to a certain cause could be interpreted as a fixed policy of support for that cause
- support was already allocated or the company did not want to be "flooded" with a number of requests to which they could not respond

- areas of support already chosen by company and they are not interested in being approached directly
- no support for individual ethnic groups for fear that showing patronage to any one group would alienate others
- application or approach not done properly

PUBLIC SECTOR

Why They Do

- worthwhile project
- project falls closely into policy as laid out by department
- proposal contains a detailed application and budget
- previous events were successful
- group and activities are open to the general public
- project is local, provincial, national, or international (not solely for that group)

Why They Do Not

- group or project does not fit policies
- missing information
- application form is late
- group has difficulties within their organization
- group not incorporated
- out of funds (organization applied too late)

DEPARTMENT OF EDUCATION AND TRAINING

PROGRAM: **GRANTS FOR ADULT EDUCATION COURSES**

PURPOSE: To provide assistance to school divisions to conduct adult education classes in the areas of academic upgrading and occupational preparation/upgrading.

WHO MAY APPLY: Community groups may apply to their school division for assistance.

CRITERIA: Each school division has the option of participating in the provincial program.

Participating school divisions maintain an adult continuing education committee to make recommendations with respect to local needs.

Participating school divisions submit an annual program plan prior to May 1, for the following July - June period.

LEVEL OF ASSISTANCE: Courses included in the program plan and approved by the Minister of Education may be eligible for a grant at a rate of either $10.00 or $6.00 per hour of instruction, depending upon the program category.

Rural school divisions are eligible for a matching grant for approved courses for the use of facilities.

APPLICATION DEADLINE: April 1st

CONTACT: Your local school division, or

Coordinator, Continuing Education
Adult & Continuing Education Branch
410 - 185 Carlton Street
Winnipeg, Manitoba
R3C 3J1
PHONE: 945-6193.
Fax No: 945-0356

PROGRAM: **GRANTS FOR ADULT ENGLISH AS A SECOND LANGUAGE COURSES**

PURPOSE: To provide assistance to school divisions to conduct adult ESL classes.

WHO MAY APPLY: School Divisions

CRITERIA: Each school division has the option of applying for authorization to offer courses and to receive the associated grant.

LEVEL OF ASSISTANCE: School divisions are paid $2.15 per student hour based on attendance.

APPLICATION DEADLINE: Not Applicable.

CONTACT:
Coordinator - Adult Language Training
Adult and Continuing Education Branch
Room 410 - 185 Carlton Street
Winnipeg, Manitoba
R3C 3J1
Phone: 945-8081
Fax No: 945-0356

EMPLOYMENT SERVICES OFFICES

WINNIPEG

114 Garry Street
Winnipeg, Manitoba
R3C 1G1
(204) 945-4959

EASTMAN

PARKLANDS
21 - 2nd Avenue N.E.
Dauphin, Manitoba
R7N 0Z5
(204) 638-8845

SOUTH CENTRAL
Civic Centre, P. O. Box 2080
Winkler, Manitoba
R6W 4B8
(204) 325-4385

INTERLAKE
Box 117, 77 Main Street
Teulon, Manitoba
R0C 3B0
(204) 886-3325

CHURCHILL
P. O. Box 178
Churchill, Manitoba
R0B 0E0
(204) 675-8841

THOMPSON

(204) 523-8120

Box 25, 59 Elizabeth Road
Thompson, Manitoba
R8N 1X4
(204) 677-6780

323 Main Street, Room 215
P. O. Box 3490
Steinbach, Manitoba
R0A 2A0
(204) 326-1333

LEAF RAPIDS
P. O. Box 160
Leaf Rapids, Manitoba
R0B 1W0
(204) 473-2425

THE PAS
P. O. Box 2850, Otineka Mall
The Pas, Manitoba
R9A 1M6
(204) 623-6444

WESTMAN NORTH
P. O. Box 1295
531 Princess Avenue
Brandon, Manitoba
R7A 6N2
(204) 726-6130

WESTMAN SOUTH
P. O. Box 730, Kilman Block
411 Broadway Avenue
Killarney, Manitoba
R0K 1G0

DEPARTMENT OF FAMILY SERVICES

PROGRAM: **EMPLOYABILITY ENHANCEMENT PROGRAMS**

PURPOSE: To establish or expand employment initiatives that will assist social assistance recipients secure permanent employment. The following four programs operate as part of the Canada/Manitoba Agreement on Employability Enhancement for Social Assistance Recipients.

1. Single Parent Job Access: provides counselling, skills training and work experience placements for single parents in receipt of social assistance, while also assisting with child care and work-related expenses.

2. Gateway: provides specific skills training and employ- ment opportunities for social assistance recipients 18 years of age or over.

3. Job Access for Young Adults: provides social assistance recipients, 18 to 24 years of age, with classroom instruction, counselling support and on-the- job training leading to permanent employment in high demand labour market areas.

4. Community Based Employability Projects: provides grant funding to organizations to deliver projects leading to permanent employment for social assistance recipients.

WHO MAY APPLY: Employers - non-profit/community organizations, businesses and larger institutions.

Employees - must be social assistance recipients and meet the criteria for individual programs.

LEVEL OF ASSISTANCE: The level of assistance varies depending upon the program.

APPLICATION DEADLINE: Varies according to each program.

CONTACT:
Department of Family Services
Employability Enhancement Programs
114 Garry Street
Winnipeg, Manitoba
R3C 1G1
Phone: 945-0164.
Fax No: 945-5726

PROGRAM: **NEWCOMER SERVICES SUPPORT PROGRAM**

a) Settlement Materials and Project Development
b) Community Development Projects
c) Settlement and Adaptation Research

PURPOSE: To support and encourage innovative newcomer orientation and settlement efforts of non-governmental organizations in Manitoba.

WHO MAY APPLY: Incorporated, non-profit, non-governmental organizations or individuals or groups supported by an incorporated non-profit organization.

CRITERIA: Applications are reviewed on a first-come first-served basis. However, Manitoba Immigration and Settlement Services reserves the right to rank applications according to established priorities. Therefore, approval will not be granted solely on the basis of meeting the eligibility criteria.

Sponsors may be required to enter into a contractual agreement with the Department of Family Services.

Separate financial records must be kept on approved projects.

Written and/or audio-visual materials developed using grant monies must include a credit line for Department of Family Services. In addition it is understood that no profit will be made by the distribution of such materials.

LEVEL OF ASSISTANCE: Up to 100% of new project costs to a maximum of $7,500.00 will be eligible for funding.

Grants are awarded based on the availability of funding.

Capital costs and operation costs are not eligible for funding.

APPLICATION DEADLINE: Written project proposals are accepted on an on-going basis.

CONTACT: Department of Family Services
Immigration and Settlement Services Unit
Main Floor - 114 Garry Street
Winnipeg, Manitoba
R3C 1G1
Phone: .945-2800
Fax No: 945-2411 or 945-5726

PROGRAM: **NORTHERN YOUTH CORPS**

PURPOSE: To create meaningful and varied summer employment opportunities for up to seven weeks in length for students/unemployed youth ages 15 to 24 throughout Northern Manitoba.

To provide northern projects with the opportunity to sponsor, plan, develop, implement and complete various approved summer work projects of a community improvement nature.

To provide technical staff assistance as needed and agreed to financial support to project sponsors to ensure the satisfactory achievement of the objectives and operating plans.

WHO MAY APPLY: Chiefs and Councils of Indian Bands, Mayors and Councils of Northern communities, cities, towns or other non-profit organizations within the Northern Affairs boundary may apply.

CRITERIA: Project proposals must clearly provide for community improvement and be of a non-profit nature. They should also give students/unemployed youth varied, meaningful and educational jobs.

All projects must be to the benefit of a community as a whole.

The projects should employ a minimum of one or a maximum of six youth/students and one adult supervisor if needed.

LEVEL OF ASSISTANCE: Students/Youth are paid at the rate of $4.70/hour and supervisors at $7.00/hour, 40 hours per week maximum.

APPLICATION DEADLINE: Application deadline was April 27, 1990.
(Program reviewed each year. Contact below for further information.)

CONTACTS: Thompson Region
Regional Employment Services
Box 25
59 Elizabeth Road
Thompson, Manitoba
R8N 1X4
Phone: 677-6653

Norman Region
Regional Employment Services
Box 2850, Otineka Mall
The Pas, Manitoba
R9A 1M6
Phone: 623-6444

Churchill
Regional Employment Services
Box 178
Hudson Square
Churchill, Manitoba
R0B 1W0
Phone: 675-8841

Department of Family Servives
Youth and Regional Services Branch
114 Garry Street
Winnipeg, Manitoba
R3C 1G1
945-0454

PROGRAM: **PROGRAM RECOGNITION**

PURPOSE: This program offers wage assistance to private sector employers who are willing to create new, permanent posi- tions in the following professional or technical skill areas: engineering and science, product development and design, technology adaptation, international trade, human resource management, production/operation management, marketing and finance. Positions created in other areas that achieve the objectives of the program will be considered.

Assists newcomers who have professional and/or technical qualifications obtained outside Canada to obtain meaning- ful Canadian work experience and to achieve accreditation in their chosen occupation.

WHO MAY APPLY: Employers - Any business registered and operating in Manitoba who can create a permanent position in one of the target areas.

Employees - Landed immigrants or naturalized Canadians whose post-secondary education has been completed outside of Canada but whose credentials are not formally recog- nized in Manitoba.

CRITERIA: The new position created must be filled by a landed immigrant or recently naturalized Canadian whose post- secondary education has been completed outside of Canada but whose credentials and previous work experience are not formally recognized in Manitoba.

LEVEL OF ASSISTANCE: The program offers wage assistance of up to $8,640.00 for a one year period to small or medium-sized Manitoba busi- nesses in the professional and technical areas.

APPLICATION DEADLINE: On-going.

CONTACT: Department of Family Services
Immigration and Settlement Services
Main Floor - 114 Garry Street
Winnipeg, Manitoba
R3C 1G1
Phone: 945-2800
Fax No: 945-2411 or 945-5726

DEPARTMENT OF FAMILY SERVICES

YOUTH AND REGIONAL SERVICES OFFICES

Winnipeg
114 Garry Street
Winnipeg, Manitoba
R3C 1G1
Phone: 945-3556

Westman North Region
P.O. Box 1295, 531 Princess Avenue
Brandon, Manitoba
R7A 0P1
Phone: 726-6130

Central Region
Civic Centre, P.O. Box 2080
Winkler, Manitoba
R0G 3B0
Phone: 325-4385

Parklands Region
21 - 2nd Avenue, N.E.
Dauphin, Manitoba
R7N 0Z5
Phone: 638-8845

Norman Region
P.O. Box 2850, Otineka Mall
The Pas, Manitoba
R9A 1M6
Phone: 623-6444

Eastman Region
Room 215 - 323 Main Street
Steinbach, Manitoba
R0A 2A0
Phone: 326-1333

Thompson Region
P.O. Box 25, Provincial Bldg.
59 Elizabeth Road
Thompson, Manitoba
R8N 1X4
Phone: 677-6653

Westman South Region
P.O. Box 730, Kilman Block
411 Broadway Avenue
Killarney, Manitoba
R0K 1G0
Phone: 523-8120

Churchill Region
Box 178 Hudson Square
Churchill, Manitoba
R0B 0E0
Phone: 675-8841

Interlake Region
P.O. Box 70, 64 Main Street
Teulon, Manitoba
R0C 3B0
Phone: 886-3325

DEPARTMENT OF INDUSTRY, TRADE AND TOURISM SPORT DIRECTORATE

PROGRAM: **COACHES AND OFFICIALS DEVELOPMENT PROGRAM**

PURPOSE: To provide an opportunity for the development of coaches and officials.

WHO MAY APPLY: Any non-profit sport or recreation organization in Manitoba.

CRITERIA:

- Involve provincial/regional sport associations in the planning of the course.
- Be formally approved by the N.C.C.P. for coaching or N.S.G.B. for officiating.
- Be taught only by nationally approved course conductors.
- Ensure a minimum of ten participants for clinics.
- Charge required registration fee (Level I - $20., II - $30., III - $50.)
- Maximum honoraria - Level I - $20./hour; II - $25./hour; III - $30./hour.
- Send Technical Assistance Form (TAF) to Sport Directorate for final approval four weeks before clinic date.
- Clinics must be held in Manitoba.

LEVEL OF ASSISTANCE: GRANTS AVAILABLE:

CERTIFICATION CLINICS
To assist sport in the development of theory, technical and practical programs in coaching and officials certification.

SEMINARS
Available to PSA's to host one coaching and one officials seminar each year. Funding up to $400 per seminar, $800 per year, is available to bring in required resource people.

TRAVEL ASSISTANCE FOR UPGRADING NOT AVAILABLE IN MANITOBA
Available to PSA's to send coaches/officials to out-of- province upgrading opportunities not available in Manitoba.
Maximum grant of $300 three times per year, per sport, per level.

COMMUNITY/REGIONAL SPORT SEMINARS
Available to RSA's to host general sport seminars for coaching.
Community seminar: $400 three times per year per region. Regional seminar: $1,000 once per year per region.

OFFICIALS ASSESSMENT

There are partial subsidies available to provincial sport associations to offset expenses of those officials certi- fication programs which have an assessment component.

HOW TO APPLY:

1. Communicate with PSA (985-4000) or Sport Directorate (945-3535) if it is a theory course.

2. Fill out Technical Assistance Form, obtain necessary authorization and send to Sport Directorate four weeks prior to course date.

3. Promote clinic.

4. Host clinic and ensure course registration forms are sent to Sport Directorate immediately after completion of course.

5. Host is responsible for payment of all conductors, facility rentals, materials, publicity and all other expenses.

6. Course hosts or provincial sport association must invoice the Sport Directorate after completion of the clinic and all expenses, including honorarium, have been paid. Invoices must include RECEIPTS FOR ALL EXPENSES and the following information:
   i. Host name and address of contact person.
   ii. Sport
   iii. Type of clinic.
   iv.

Date of clinic.

   v. Location of clinic.
   vi. Name of conductors.
   vii. Number of candidates.
   viii. Course register form number.
   ix. Technical Assistance Form number.
   x. Itemized list of all expenses.
   xi. Itemized list of revenues.

NOTE: It is only intended that the Sport Directorate assist the course host to the extent of not incurring a deficit.

7. Funds to cover expenses for in province course participants are not available.

APPLICATION DEADLINE: On-going program.

CONTACT: For theory courses:

Department of Industry, Trade & Tourism
Sport Directorate
205 - 379 Broadway Avenue
Winnipeg, Manitoba
R3C 0T9
Phone: 945-3535
Fax No: 945-3795

For practical or technical courses, contact the sport directly at:

Sport Administration Centre
200 Main Street
Winnipeg, Manitoba
R3C 4M2
Phone: 985-4000

PROGRAM: **FUNDING TO PROVINCIAL SPORT ASSOCIATIONS**

PURPOSE: To assist Provincial Sport Associations in the development of their programs throughout the province.

WHO MAY APPLY: The Sport Directorate will only recognize one association per sport activity group that meets the required criteria.

CRITERIA:

- Consult with the Sport Directorate.
- Member of the Manitoba Sports Federation.
- Part of a national sport governing body.
- Function effectively as a non-profit organization in Manitoba under the Province of Manitoba Corporations Act.
- Complete annual sport profile.
- Do not receive duplicate funding from other sources.
- Meet criteria as outlined in the 1990/91 sport association application package.

LEVEL OF ASSISTANCE: The following areas are eligible for funding:

- Base Grant
- Provincial Championship
- Manitoba Games
- Hospitality
- Training Centres
- Coaching/Officials Development
- National Championships
- Provincial Team
- Province of Manitoba University Athletic Scholarships
- Man-Plan Athlete Assistance/Coaches and Officials Assistance

APPLICATION DEADLINE: March 1, 1991

REMARKS Additional Sport Directorate Services and Programs:

1. Order of Sports Excellence
2. Pins
3. Golden Boy Medallions
4. Who's Who

CONTACT:

Department of Industry, Trade & Tourism
Sport Directorate
205 - 379 Broadway Avenue
Winnipeg, Manitoba
R3C 0T9
Phone: 945-3535
Fax No: 945-3795

PROGRAM: **FUNDING TO REGIONAL SPORT ASSOCIATIONS**

PURPOSE: To assist regional sport associations in the development of regional programs throughout the province.

WHO MAY APPLY: Recognized regional sport councils and associations.

CRITERIA:

- Consult with the Sport Directorate.
- Be a member of the Manitoba Sports Federation.
- Function effectively as a non-profit organization in Manitoba under the Province of Manitoba Corporations Act.
- Complete annual program manual.

LEVEL OF ASSISTANCE: The following areas are eligible for funding:

- Base Grant
- Program Incentive Grant

APPLICATION DEADLINE: March 1, 1991.

CONTACT:

Manitoba Industry, Trade & Tourism
Sport Directorate
205 - 379 Broadway Avenue
Winnipeg, Manitoba
R3C 0T9
Phone: 945-3535
Fax No: 945-3795

MANITOBA CULTURE, HERITAGE AND RECREATION

PROGRAM: **THE RECREATION INNOVATION FUND**

PURPOSE: The Recreation Innovation Fund is designed to encourage community organizations to undertake new and innovative approaches to the development and enhancement of recreation in rural, remote, and northern Manitoba Communities.

WHO MAY APPLY: Applications may be submitted or sponsored by volunteer, non-profit, community-based organizations in rural, remote and northern Manitoba.

CRITERIA: Applications must be assessed and screened by the local government authority or like jurisdictions.

Applications will not be considered for activities which occurred prior to the submission of the application.

Applications will not be considered for activities which can be assisted through existing programs and services.

LEVEL OF ASSISTANCE: Normally the Recreation Innovation Fund will contribute up to $5,000.00 per project.
Where two or more community organizations collaborate to develop a project, an incentive grant in the amount of $2,000.00 per additional partner, to a total project maximum of $11,000 will be available.

APPLICATION DEADLINE: Applications are to be received by the Province by:
February 1, 1991
May 1, 1991
August 1, 1991
November 1, 1991
February 1, 1992

Applications will normally be reviewed by:
March, 1991
June, 1991
September, 1991
December, 1991
March, 1992

CONTACT: Applications are available at your local government office.

Applications and assistance in developing project proposals are available through the Regional Offices of Manitoba Culture, Heritage and Recreation. See inside front cover for listings.

PROGRAM: **COMMUNITY ARCHIVES EQUIPMENT GRANT**

PURPOSE: Provide assistance to non-profit, community-based archives located in Manitoba for equipment purchase. Also, to offer greater protection for public and private records and to facilitate wider public use of these records.

WHO MAY APPLY: Municipal authorities, institutions and community cultural and heritage organizations.

CRITERIA: The repository (library, museum or archival building) with space devoted to holding archival materials must:

1. Operate from a facility receiving ongoing support and occupying stable location in Manitoba.
2. Be administered in the public interest by a non-profit organization.
3. Be the official archives of the governing authority.
4. Have a mandate for housing local public records and/or archival documents from the private sector.
5. Have a collections policy and provide acquisition, description, preservation and reference service.
6. Have a designated individual responsible for the holdings.
7. Offer reasonable security for its holdings.
8. Be regularly open to the public but not necessarily on a full-time basis.
9. Have appropriately trained staff or be willing to train staff.

LEVEL OF ASSISTANCE: Grants are intended to provide archival equipment for an existing or new area in a repository:

1. Conservation equipment
2. Storage equipment
3. Information handling and diffusion equipment

$4000.00 grants per year are available with 50% contribution required from the governing authority.

APPLICATION DEADLINE: No application deadline

REMARKS: Guidelines and General Application Forms are also available in French.

CONTACT: Your Regional Office of Manitoba Culture, Heritage and Recreation for application/information. See inside front cover for listing.

Provincial Archives of Manitoba
Government Records
255 Memorial Blvd.
Winnipeg, Manitoba
R3C 1T5
Phone: 945-6533
Fax No: 948-2008

PROGRAM: **BOOKS BY MAIL**

PURPOSE: The Public Library Services Branch loans books in English and French with the province paying postage both ways.

WHO MAY APPLY: Any individual in Manitoba without access to an established library service.

CONTACT:
Manitoba Culture, Heritage and Recreation
Public Library Services
Open Shelf
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460
Fax No: 945-0413

PROGRAM: **COMMUNITY COMMEMORATIVE PLAQUE GRANTS**

PURPOSE: The purpose of this program is to assist community councils and organizations in the commemoration of sites, individuals and events of local significance by providing financial assistance towards the establishment of perman- ent commemorative markers.

WHO MAY APPLY: Application for funding under the program is open to any on-going, non-profit community organizations, association or group.

CRITERIA: Topics eligible for commemoration are to be Manitoban in scope and must be deemed historically significant at the local level by local municipal authorities. Projects involving the commemoration of such popular topics as early pioneer groups, community churches and rural schools will therefore be eligible for assistance under the pro- gram, with encouragement being given to the commemoration of such topics in an interpretive and thematic manner.

Applicants will be required to ensure public accessibility to and long-term maintenance of the plaque or marker site.

LEVEL OF ASSISTANCE: Grants will be available for one-half of the cost of the manufacture and installation of a new plaque or marker up to a maximum of $500.00.

APPLICATION DEADLINE: On-going.

REMARKS: Applicants will be required to submit a completed general application accompanied by an endorsement from the governing body of the organization and a resolution from municipal council stating that the subject for commemoration is significant to the local area.

Applicants will be limited to the funding of one commemorative project per year.

CONTACT: Regional Offices of Manitoba Culture, Heritage and Recreation for applications/information. See inside front cover for listings.

PROGRAM: **COMMUNITY CULTURAL COUNCILS**

PURPOSE: The program provides operating and programming assistance to community arts/cultural councils which administer a range of community-based arts programs and some may operate a permanent cultural facility.

WHO MAY APPLY: Community Cultural Councils which are community-based "umbrella organizations"composed of representatives from one or more community cultural groups and interested community members.

CRITERIA: Applicants:

1. Must be located outside the City of Winnipeg;
2. Should have municipal support as evidenced by letters of financial commitment which include a certification of the per capita contributions by supporting municipalities;
3. Must have a Constitution and By-Laws and operate with a duly elected Board of Directors;
4. Must have provided programming for a minimum of one year;
5. Programming must include a variety of arts, cultural and heritage activities;
6. Must be a non-profit organization;
7. Membership must be open to the public;
8. Programs must be open and accessible to the public.

LEVEL OF ASSISTANCE: Operating Grants: in 1990-91, Community Cultural Councils are eligible to receive an operating grant based on the greater amount of:

1. the 1989-90 operating grant awarded

OR

2. matched municipal contributions on a 50/50 basis to a maximum of $1.00 per capita

For Community Arts/Cultural Councils in communities falling within Norman Region boundaries and which serve a population of fewer than 5,000 people, Manitoba Culture, Heritage and Recreation will match municipal contributions to a maximum of $1.50 per capita.

Community Support Incentive: Community Cultural Councils which generated one third or more of their total revenue in the immediate past fiscal year from non-government sources are eligible to apply for the Community Support Incentive, which will match eligible revenue on a 50/50 basis, to a maximum of $5,000.00.

REMARKS: The total of the Operating Grant and the Community Support Incentive in any fiscal year shall not exceed $25,000.00.

CONTACT: Regional Offices of Manitoba Culture, Heritage and Recreation for application/information. See inside front cover for listing.

PROGRAM: **COMMUNITY MUSEUMS**

PURPOSE: The intent of the program is to provide support for facilities that serve to protect and interpret Manitoba's heritage resources.

To improve the quality of museum collections and programs throughout Manitoba.

To facilitate the effective use of available resources through co-operation between Manitoba's museums and related institutions and organizations.

WHO MAY APPLY: Eligible, non-profit, public community museums may apply for operating funds in one of two levels.

CRITERIA: An eligible institution must:

1. Have a clearly defined statement of purpose which includes the primary reason for creating the museum, functions of the museum, geographical area to be served, subjects and time period to be covered.
2. Have been in operation for at least one year.
3. Be open to the public a minimum number of days per year totalling no less than a specified number of hours. (depending on level)
4. Have a governing authority solely responsible for its management and with clear reporting lines to the public.
5. Be a non-profit corporation or be a public institution operated by a municipality, historical society, library, university or Indian Band.
6. Hold clear ownership of a majority of items in its collection.
7. Have a definable site with space designated for museum purposes.
8. Maintain separate financial records related to the operation of the museum.
9. Not receive operating grants directly or indirectly under other grant programs of the Government of Manitoba.
10. Show a reasonable level of attendance for the area and size of museum.

11. Agree with the Minister of Manitoba Culture, Heritage and Recreation to permit and cooperate in an annual evaluation of the museum if required by the Minister.

LEVEL OF ASSISTANCE:

Level 1
Up to $1,500.00 maximum, according to the formula "one dollar for every dollar raised locally".

Level 2
Up to $3,500.00 maximum, according to the formula "one dollar for every dollar raised locally up to a maximum of 50% of normal operating expenditures, or the maximum of $3,500.00, whichever is lesser.

The formula would be applied against figures drawn from the prior year's financial statement. The formula would be applied only after certain eligibility criteria have been met for each level.

APPLICATION DEADLINE:

Application forms will be mailed to all community museums. The applications must be submitted, completed, to your Regional Office on or before the final day of March 1st of the year for which the grant is requested.

CONTACT:

Regional Offices of Manitoba Culture, Heritage and Recreation for applications/information. See inside front cover for listing.

or
David McInnes
Historic Resources Branch
310 - 177 Lombard Avenue
Winnipeg, Manitoba
R3B 0W5
Phone: 945-0404
Fax No: 945-1369

PROGRAM: **EQUIPMENT GRANT FOR REMOTE COMMUNITIES**

PURPOSE: To assist remote Northern Communities in the purchase of cultural, recreation, fitness and sport equipment. The Department of Northern Affairs and the Federal Department of Indian and Inuit Affairs help administer and promote the program through a consultation process with eligible communities.

WHO MAY APPLY: All remote Northern Communities in the Parkland, Eastman, Norman, and Interlake Regions may apply.

CRITERIA: Applicants must submit a completed application and resolution from council/committee.

LEVEL OF ASSISTANCE: A maximum grant of $800.00 per community is available annually.

APPLICATION DEADLINE: Receipts from equipment purchased to be submitted no later than January 31, 1991.

CONTACT: Regional Offices of Manitoba Culture, Heritage and Recreation.
See inside front cover for listings.

PROGRAM: **ETHNOCULTURAL HERITAGE SUPPORT PROGRAM**

a) Operating Grants
b) Project Grants

These programs provide support to Manitoba's non-profit community-based organizations whose prime objective is the preservation, promotion, development and sharing of the ethnocultural heritage of all Manitobans.

OPERATING GRANTS

PURPOSE: To assist non-profit Manitoba ethnocultural groups and organizations in the operation of cultural and heritage activities for the purpose of preserving, promoting, developing and sharing of the ethnocultural heritage of all Manitobans.

WHO MAY APPLY: Organizations must be non-profit Manitoba ethnocultural organizations or non-profit organizations composed of two or more ethnocultural groups.

CRITERIA: Organizations must have provided programming for a minimum of one year.

Organizations must have a constitution and by-laws and operate with a duly-elected Board of Directors.

Organizations must be incorporated as a non-profit ethnocultural or service organization serving the ethnocultural community if annual budget is $40,000 or more.

Organizations must submit with the application:

1. A report of the organization's previous year's activities.
2. An audited financial statement or a certified true statement signed by at least two executive members.
3. A program outline for the current year.
4. A copy of the constitution and by-laws of the organization.

LEVEL OF ASSISTANCE: Grants will be provided on the basis of eligible costs related to heritage retention, promotion, and sharing programs only. Grants will be based on 25% of these eligible costs to a maximum of $15,000 per organization.

APPLICATION DEADLINE: April 30th annually

REMARKS: Grant monies cannot be used for the following: prize monies, trophies, out-of- province travel, purchase of artifacts and publishing.

Organizations may apply in one fiscal year for:

a) one operating grant
   or
b) up to two project grants. NOT BOTH

Exceptions may be made in very special circumstances and depending on the availability of funds.

Applications will not be considered for events which occurred prior to the submission of the application.

CONTACT: Application forms/information can be obtained from your Regional Office of Manitoba Culture, Heritage and Recreation, or

Cultural Resources
8th Floor - 177 Lombard Avenue
Winnipeg, Manitoba
R3B 0W5
Phone: 945-3847

PROJECT GRANTS

PURPOSE: To assist non-profit Manitoba ethnocultural groups and organizations in the development of special projects for the purpose of preserving, promoting or sharing of the ethnocultural heritage of all Manitobans.

WHO MAY APPLY: Organizations must be non-profit Manitoba ethnocultural groups or non-profit organizations composed of two or more ethnocultural groups.

CRITERIA: Groups must provide evidence of ability of being able to complete the project.

LEVEL OF ASSISTANCE: Grants will be provided on the basis of eligible costs related to heritage retention, preservation, promotion, and sharing programs only.

Grants will be based on:

1. Project involving only one ethnocultural community: 25% of eligible costs to a maximum of $2,500.

2. Projects involving more than one ethnocultural community: 50% of eligible costs to a maximum of $5,000.

Total grants awarded will be determined on the basis of the availability of funds in this program.

In the event requests for this program exceed available funds, priority will be given to projects involving more than one ethnocultural community. Grants will be awarded based on actual expenditures and submission of a report following the event.

APPLICATION DEADLINE: Applications for projects should be received at least 60 days prior to the event taking place.

REMARKS: Grant monies cannot be used for the following: prize monies, trophies, out-of- province travel, purchase of artifacts and publishing.

Organizations may apply in one fiscal year for:

a) one operating grant
   or
b) up to two project grants.

Applications will not be considered for events which occurred prior to the submission of the aplication.

If more than one organization is involved in the project, the application must include letters of endorsement from the organizations participating.

CONTACT:
Your Regional Office of Manitoba Culture, Heritage and Recreation. See inside front cover for listing.

Cultural Resources
8th Floor - 177 Lombard Avenue
Winnipeg, Manitoba
R3B 0W5
Phone: 945-3847

PROGRAM: **GRANTS TO PROVINCIAL RECREATION ORGANIZATIONS**

PURPOSE: To assist Provincial Recreation Organizations in the development of recreation programs throughout the Province.

CRITERIA: The Provincial Recreation Organizations must fulfill the following requirements:

1. The organization must be provincial in nature. That is, the organization must have "active" membership in at least four of the seven regions of the province.

2. The primary goal of the organization must be the development and/or awareness of recreation opportuni- ties in the province.

3. The organization must be non-profit and incorporated.

4. The organization must provide to Manitoba Culture, Heritage and Recreation, a statement of expenditures and revenues for the program for which the grant is applied.

LEVEL OF ASSISTANCE: It is not the intent of this program to duplicate the assistance provided by other provincial departments and agencies.

Administrative Credit - assistance may be provided on a 50-50 cost-shared basis to a maximum of $2,000.00.

Examples of eligible costs include: office supplies, postage, printing of newsletters/brochures, rent, etc.

In-Province Workshops - assistance may be provided on a 50-50 cost-shared basis to a maximum of $3,000.00.

This category may support workshops and educational sessions organized by the association for its staff and members, organization of an annual meeting, and attendance at workshops offered by other agencies.
Eligible costs may include: promotion, travel, regis- tration fees, accommodation, hospitality, etc.

Conference - assistance may be provided on a 50-50 cost-shared basis to a maximum of $3,000.00.

This category may support expenditures associated with the planning and operation of a conference.

Eligible costs may include: facility rental, resource persons, in-province travel costs for committee members, promotion, hospitality, etc.

Out-of-Province Workshop/Conferences - assistance may be provided on a 50-50 cost-shared basis to a maximum of $3,000.00.

This category will support expenditures associated with members or staff of an association attending an out-of- province workshop or conference where the benefits of attendance shall benefit the association. Assistance will be limited to one person per association per conference or workshop.

Executive Director/Administrator - assistance may be provided on 50-50 cost-shared basis to a maximum of $9,000.00.

Secretarial Support - assistance may be provided on a 50-50 cost-shared basis to a maximum of $6,000.00.

Special Projects - assistance may be provided on a 50-50 cost-shared basis to a maximum of $3,000.00.

Assistance may be provided on a 50-50 cost-shared basis to a maximum of $6,000.00 where two or more associations apply for funding toward the same project.

This category may support expenditures associated with one-time-only endeavors or pilot projects tht will further develop the association.

Eligible costs may include: research, awareness, information or exposure.

CONTACT:

Manitoba Culture, Heritage and Recreation
Recreation Consultant, Provincial Regional Development
Recreation Branch
8th Floor, 177 Lombard Avenue
Winnipeg, Manitoba
R3B 0W5
Phone: 945-4400
Fax No: 945-1684.

PROGRAM: **LINGUISTIC SUPPORT**

PURPOSE: This program provides support to Manitoba's non-profit community-based ethnocultural organizations for the teach- ing of ancestral language programs outside the public school system.

WHO MAY APPLY: Applications may be submitted by non-profit, community- based ethnocultural organizations who have operated a language program for at least one year.

CRITERIA: Must be an ancestral language program outside the school system for children age 4 and ending in Grade 12.

Non-profit community-based ethnocultural organization.

Must have been in operation for one year prior to applying for the grant.

LEVEL OF ASSISTANCE:

1. Programs with enrollments of 15 - 50 students - $750

2. Programs with enrollments of 50 to 100 students:
   - base grant $750 for first 50 students
   - $15 per capita for the next 50 students

3. Programs with enrollments of over 100 students:

   - base grant $750 for first 50 students
   - $15 per capita for next 50 students
   - $10 per capita for each student over 100 students

APPLICATION DEADLINE: December 31. Annually.

CONTACT: Regional Offices of Manitoba Culture, Heritage and Recreation for applications/information. See inside front cover for listings.
or
for Winnipeg based organizations contact:
Cultural Resources
8th Floor, 177 Lombard
Winnipeg, Manitoba
R3B 0W5
Phone 945-3847
945-4509

PROGRAM: **MUNICIPALLY-DESIGNATED HERITAGE BUILDING GRANT**

PURPOSE: To assist owners of municipally-designated heritage build- ings in the restoration/stabilization/preservation/rehabil- itation of these buildings.

WHO MAY APPLY: Owner of a municipally-designated heritage building or the holder of a long-term lease (minimum 10 years beyond date of application) for the property providing written permis- sion from the building owner is obtained.

CRITERIA: This grant program applies only to buildings of particular architectural/engineering merit and historical significance that have been designated as such by the appropriate munic- ipality under the Heritage Resources Act, Province of Mani- toba or by the City of Winnipeg under By-law No. 1474/77 (Grades I, II, or III). Although municipal heritage sites may be so designated primarily for their archaeological or historical significance, such sites are not applicable to this grant program.

Eligible project costs include:

1. Obtaining initial professional advice, cost estimates, and preparing design drawings and/or contract documents directly associated with the preservation of the desig- nated building;

2. Work required to restore, stabilize, preserve, or rehabilitate the original structural or architectural features of the building;

3. Purchasing, installing, or repairing the electrical or mechanical systems providing the work is essential to the preservation of the designated building and will not detract from the building;

4. Developing the grounds of a designated building where, in the opinion of the Department, this is necessary; and/or

5. Installing access facilities for the handicapped.

All eligible work must be sympathetic to the heritage value of the designated site and will be subject to approval by the Department on this basis.

LEVEL OF ASSISTANCE: Grants will be available up to $35,000 for each designated site in one year on a 50% Department, 50% applicant basis.

Volunteer labour, calculated at prevailing wage rates, and donated materials and equipment, valued at actual costs, may be included as part of the applicant`s share.

Up to 60% of the applicant's share may be obtained from government or other sources.

APPLICATION DEADLINE:

Prospective applicants should contact the Historic Resources Branch in Winnipeg at 945-5809 at the early project planning stage to ensure that the proposed work will be eligible under the grant program. There is no application deadline and applications will be reviewed on a continuous basis.

CONTACT:

Regional Offices of Manitoba Culture, Heritage and Recreation for applications/information. See inside front cover for listings.

PROGRAM: **ORAL HISTORY GRANTS**

PURPOSE: To provide assistance to oral history projects that document the historical experience of the people of Manitoba. The program will also ensure long-term preservation and public use of these records.

WHO MAY APPLY: Non-profit community-based organizations and associations

CRITERIA: In order to receive grant assistance an applicant should provide that the project must be administered by the project authority of a non-profit community-based organization, association, or group.

Project must be completed within one year of date of assistance unless otherwise approved.

Applicants must provide the Department with original tape-recorded interviews and other required documentation.

Original tape-recorded interviews must be made available to the Provincial Archives of Manitoba.

Recording equipment must meet minimum standards as set by the grantor.

Equipment may be rented or purchased as a charge to the project.

LEVEL OF ASSISTANCE: The level of grant assistance will be based on project merit, demonstrated need and available funds.

Total amount of assistance not to exceed $7500.00

Projects north of 53° Parallel are eligible to receive $7750.00

Projects in remote communities are eligible to receive $8000.00

An initial payment of 60% will be paid within 12 weeks. Final 40% payment will be made upon submission of the following documentation to the Regional Office:

- project report
- purchased equipment
- statement of actual costs substantiated by receipts

APPLICATION DEADLINE: September 30th. Annually

REMARKS: Guidelines and General Application Forms are also available in French.

CONTACT: Regional office of Manitoba Culture, Heritage and Recreation for application/information. See inside front cover for listing.
or
Provincial Archives of Manitoba
Manitoba Archives
319 - 200 Vaughan Street
Winnipeg, Manitoba
R3C 1T5
Phone: 945-3971
Fax No: 948-2008

PROGRAM: **PROVINCIALLY-DESIGNATED HERITAGE BUILDING GRANT**

PURPOSE: To assist owners of provincially-designated heritage buildings in the restoration/stabilization/preservation/ rehabilitation of these buildings.

WHO MAY APPLY: Owner of a provincially-designated heritage building or the holder of a long-term lease (minimum 10 years beyond date of application) for the property providing written permission from the building owner is obtained.

CRITERIA: Only work to buildings designated by the province under the Heritage Resources Act are applicable to this grant program. Applicants must provide a copy of a validated heritage permit from the Historical Resources Branch, and copies of any other validated licenses or permits (such as a municipal building permit) that may be required.

Eligible project costs include:

1. Obtaining initial professional advice, cost estimates, and preparing design drawings and/or contract documents directly associated with the preservation of the designated building;

2. Work required to restore, stabilize, preserve, or rehabilitate the original structural or architectural features of the building;

3. Purchasing, installing, or repairing the electrical or mechanical systems providing the work is essential to the preservation of the designated building and will not detract from the building;

4. Developing the grounds of a designated building where, in the opinion of the Department, this is necessary; and/or

5. Installing access facilities for the handicapped.

All eligible work must be sympathetic to the heritage value of the designated site and will be subject to approval by the Department on this basis.

LEVEL OF ASSISTANCE: Grants will be available up to $75,000 for each designated site in one year on a 50% Department, 50% applicant, basis. Value of volunteer labour and donated materials and equip- ment may be included as part of the applicant's share. Up to 60% of the applicant's share may be obtained from other federal, provincial, municipal or private sources.

APPLICATION DEADLINE: Prospective applicants should contact the Historic Resouces Branch in Winnipeg at 945-5809 at the early project planning stage to ensure that their proposed work will be eligible under the grant program. There is no application deadline and applications will be reviewed on a continuous basis.

CONTACT: Regional Offices of Manitoba Culture, Heritage and Recreation for applications/information. See inside front cover for listing.

PROGRAM: **PUBLIC EVENTS SPONSORSHIP**

1. Single Events
2. Subscription Series
3. Series of Single Events

PURPOSE: To assist rural, northern and remote community-based organizations to host a broad range of public cultural and heritage events and activities.

To stimulate interest in and develop audiences for artists, performing companies, exhibitions, lectures and readings across the province.

WHO MAY APPLY: Manitoba cultural councils, art galleries, archives, libraries, recreation commissions, arts festivals, multi- cultural societies, museums, service clubs, municipal organizations, comites culturels, band councils, and other public arts, cultural and heritage organizations may apply.

Organizations resident in the City of Winnipeg are not eligible for assistance.

CRITERIA: These programs must not duplicate the assistance provided for events by other provincial departments and agencies.

Applications must be submitted or sponsored by non-profit community-based organizations.

Applications will not be considered for events which occurred prior to the submission of the application.

Applications must be submitted on forms provided by the Department.

Applications must be submitted to the Regional Office of Manitoba Culture, Heritage and Recreation a minimum of 60 days prior to the event.

LEVEL OF ASSISTANCE: SECTION I: PERFORMING ARTS - FOR SINGLE EVENTS INCLUDING PUBLIC CULTURE/HERITAGE EXHIBITIONS AND PUBLIC READINGS/LECTURES.

<u>Performing Arts - For Single Events</u>

1. Sponsors south of the 53° parallel:

   Manitoba artists/companies - 50% of fees to a maximum of $1,000.00.

   Others (with priority to Canadian artists/companies) 30% of fees to a maximum of $600.00

2. Sponsors north of the 53° parallel:

Manitoba artists/companies - 50% of fees to maximum of $1,100.00.

Others (with priority to Canadian artists/companies) 30% of fees of a maximum of $700.00.

3. Remote Communities:

   Manitoba artists/companies - 75% of fees to a maximum of $1,100.00

   Others (with priority to Canadian artists/companies) 50% of fees to a maximum of $750.00

   (Travel costs for performing artists should be included in the artist's fees).

Public Culture/Heritage Exhibitions

Assistance to sponsors of public art, cultural or heritage exhibitions will not exceed 70% of local exhibition costs and shipping costs to and from rural, northern and remote communities to a maximum of:

$750.00 for communities south of the 53° parallel
$850.00 for communities north of the 53° parallel
$1,000.00 for remote communities

Public Readings/Lectures

Assistance to sponsors of public readings and lectures relating to culture and heritage, will not exceed the costs of fees and travel, at provincial government rates where otherwise not supported, to a maximum of:

$750.00 for communities south of the 53° parallel
$850.00 for communities north of the 53° parallel
$1,000.00 for remote communities

SECTION II: PERFORMING ARTS - SUBSCRIPTION SERIES

Series must include a minimum of three concerts, sold on a subscription basis. Include travel costs in the artist's fees.

Maximum annual assistance per subscription series:

No. of Concerts	South of 53°	North of 53°	Payment
3 concerts	$2,500.00	$3,000.00	50% up front; break even plus 50% of committed balance
4 concerts	$3,000.00	$3,600.00	50% up front; surplus allowed

5 concerts	$3,500.00	$4,200.00	50% up front; surplus allowed
6 concerts	$4,000.00	$4,800.00	50% up front; surplus allowed

SECTION III: PERFORMING ARTS - SERIES OF SINGLE EVENTS

A series of single events must include a minimum of three concerts. Include travel costs in the artist's fee.

Maximum annual assistance per series of single events:

No. of Concerts	South of 53°	North of 53°	Payment
3 concerts	$2,250.00	$2,700.00	50% up front; deficit funding only.

APPLICATION DEADLINE:

Applications should be completed on appropriate Department forms and submitted to the Regional Office of Manitoba Culture, Heritage and Recreation a minimum of 60 days prior to the projected date of the first event of the series.

Notification of grant decision will be given within 30 days of receipt of the application by the regional office.

CONTACT:

Your Regional office for application/information. See inside front cover for listing.

PROGRAM: **RECREATION DISTRICT GRANTS**

PURPOSE: To assist communities, municipal corporations and school divisions in developing and implementing programs by hiring a full-time Recreation Director.

WHO MAY APPLY: Three or more municipal corporations and surrounding school divisions in the Westman, Interlake, Eastman, Central and Parkland Regions.

LEVEL OF ASSISTANCE: The annual grant to districts is based on the number of participating municipal corporations, population, popula- tion density, and total assessment. The formula is:

1. A $2,000 basic grant.
2. A $1,000 grant for each participating municipal cor- poration.
3. A $1,000 grant for a district with a population of more than 10,000 people.
4. A $1,000 grant for a district with an average population density of less than 10 people per square mile.
5. A grant based on the total assessment of the district;

   - $3,000 for an assessment of 0 - 10 million
   - $2,000 for an assessment of 10 - 20 million
   - $1,000 for an assessment of 20+ million.

6. A $1,000 grant for an agreement with a school division.

APPLICATION DEADLINE: On-going.

REMARKS: By pooling resources, districts are able to hire full-time Recreation Directors to co-ordinate recreation programs.

CONTACT: Regional Office of Manitoba Culture, Heritage and Recreation for application/information.

See inside front cover for listings.

PROGRAM: **REGIONAL JURIED ART SHOWS**

PURPOSE: To allow community arts, culture and heritage organiza- tions to co-operate in sponsoring regional juried art shows.

WHO MAY APPLY: Applications must be submitted by non-profit community-based/region-based organizations.

CRITERIA: Funding under this program will be limited to one juried art show per region per year.

Priority will be given to organizations which have previously sponsored, or which sponsor on a regular basis a regional juried art show.

Applications will not be considered for events which occurred prior to the submission of the application.

Organizations resident in the City of Winnipeg are not eligible for assistance.

Publicity or promotional material for activities funded under the program will include a credit line for Manitoba Culture, Heritage and Recreation.

LEVEL OF ASSISTANCE: The level of assistance will be determined by applying the program criteria on the basis of the availability of program funds and recognition of regional levels of development.

The level of assistance will be 50% of eligible costs to a maximum of:

$2,000.00 - south of the 53° parallel
$2,500.00 - north of the 53° parallel
50% of the grant will be paid upon approval of the grant.

The balance of the grant will be disbursed upon submission of an evaluation report and receipts for the event.

Should no evaluation be received within 60 days of the event, it will be taken for granted that the balance of the grant awarded is not required.

APPLICATION DEADLINE: Applications must be submitted on forms provided by the Department and must be complete in all respects.

Under normal circumstances applications must be submitted to the appropriate regional office of the Department a minimum of 60 days prior to the projected date of the event.

Applicants will be notified by the Department of their grant decision within 30 days after receipt of the application by the regional office.

REMARKS: The Manitoba Arts Council also offers assistance for Juried Art Shows.

CONTACT: Regional Office of Manitoba Culture, Heritage and Recreation for applications or information. See inside front cover for listings.

PROGRAM: **RURAL LIBRARY ESTABLISHMENT GRANTS**

PURPOSE: In order to increase the number of Manitobans with access to local library services, the Province pays an establishment grant in respect of any municipality establishing library service for the first time under Part II or Part III of The Public Libraries Act.
To ensure that a basic book collection is available for the use of the residents of a municipality establishing library service for the first time.

To encourage the formation of larger and more efficient library systems.

WHO MAY APPLY: Public library boards established under Part II or Part III of the Public Libraries Act may apply for an establishment grant.

CRITERIA: Public library boards established under Part II or Part III of The Public Libraries Act may apply for an estab- lishment grant.

The library board is eligible for an establishment grant on the next April 1 following the passing of the library by-law. As provided in Manitoba Regulation 153/83, application for an establishment grant is made by letter of the library board chairperson, accompanied by:

1. A certified copy of the library by-law following its third reading by the municipality;

2. A list of the board members and their addresses; and

3. In the case of a regional library, a certified copy of the agreement.

The by-law and draft agreement must be submitted for the approval of the Minister of Culture, Heritage and Recrea- tion and the authorization of the Municipal Board before passing the by-law and signing the agreement.

LEVEL OF ASSISTANCE: An establishment grant of $5,000.00 will be paid in respect of any municipality establishing library service for the first time.

At least $4,000.00 of each $5,000.00 grant must be spent on the purchase of books during the first two years of library operation by the new municipality or municipalities.

APPLICATION DEADLINE: The establishment grant to a library will normally be paid at the same time as the operating grant is paid, following April 1 of each year.

REMARKS: Municipalities seeking to establish library service will be encouraged to join an existing library system rather than creating an independent system.

Assistance with establishment procedures is available from Public Library Services Branch, telephone 1-945-6460.

CONTACT:

Director
Public Library Services
Manitoba Culture, Heritage and Recreation
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460
Fax No: 945-0413

PROGRAM: **RURAL LIBRARY OPERATING GRANTS**

PURPOSE: The purpose of this program is to provide financial assis- tance for the annual costs of the operation of libraries established under The Public Libraries Act. Assistance is based on population, equalized assessment and municipal funding for the library, with calculations done separately for each participating municipality.

The objectives of the formula delineated in Manitoba Regulation 153/83 are threefold:

1. To provide for equitable sharing by the province and municipalities of the costs of library service;

2. To mitigate the effects on library service of economic disparities between municipalities; and

3. To encourage and reward municipal commitment to library service.

The intent of the program is to support improvements to the quality and the scope of library service in rural Manitoba.

WHO MAY APPLY: Public library boards established under Part II or Part III of the Public Libraries Act may apply for an annual operating grant under this program.

CRITERIA: Applications for operating grants are mailed annually in January to the Chairperson of each library board established under Part II or Part III of The Public Libraries Act.

Applications for operating grants are processed after April 1 of each year and after the following documents have been received:

1. a proposed budget for the current year;

2. the annual report for the preceding year; under The Public Libraries Act, this is required by January 31 annually; and

3. an audited financial statement for the preceding year.

LEVEL OF ASSISTANCE: A basic grant to match municipal funding for the library to a maximum of: $4.25 per capita, based on the population of the municipality as set out annually at May 31 of the preceding year by the Minister of Municipal Affairs pursuant to section 4 of The Unconditional Grants Act; plus

An equalization grant to match the shortfall in those municipalities where a levy of 1.35 mills against the equalized assessment generates less than $4.25 per capita; plus

An incentive grant to match the amount by which a municipality exceeds 1.35 mills against the equalized assessment in its funding for the library, to a maximum of $1.00 per capita.

Payments are based on the proposed municipal funding for the current year, and are adjusted, if need be, in the subsequent year when the actual municipal funding can be verified in the audited statement.

REMARKS:

For purposes of this program, annual operating costs include those related to staff, library material, util- ities, maintenance, stationary, postage and programs. Shelving, computers, equipment and furniture are also eligible operating costs. The acquisition, construction and/or installation of physical assets related to the structure of a library facility, and the purchase of vehicles and bookmobiles are not included.

Grants will be processed for payment upon completion of criteria and after April 1 each year.

Provincial operating grants and the municipal funding used to generate annual provincial operating grants cannot be used to accumulate a surplus, and cannot be used as the local share towards a matching capital grant.

CONTACT:

Director
Public Library Services
Manitoba Culture, Heritage and Recreation
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460
Fax No: 945-0413

PROGRAM: **SKILLS TRANSFER**

PURPOSE: To assist rural, northern, and remote community-based organizations for costs related to exposure and instructor training workshops and internships. Ongoing classes are ineligible and should be funded through community effort.

To promote the exchange of skills and expertise between individuals.

To encourage the development of instructor and leadership skills at the local level.

To encourage communities to identify and plan for their training needs.

WHO MAY APPLY: Rural and Northern Manitoba non-profit community-based organizations

CRITERIA: Applications must be submitted or sponsored by non-profit community-based organizations.

Applications will not be considered for events which occurred prior to the submission of the application.

LEVEL OF ASSISTANCE: The level of assistance will be determined by applying the program criteria on the basis of the availability of program funds and recognition of regional levels of development.

a) Local Resource Person: The level of assistance for events where a local resource person is available in the community will not exceed 50% of fees/honoraria to a maximum of $500.00.

b) Outside Resource Person: The level of assistance for events where a resource person is not available in the community will not exceed 50% of fees/honoraria to a maximum of $500 plus transportation costs based on provincial government rates.

c) Residencies/Internships: In the case of residencies and internships, the candidates will be eligible to receive a per diem of $25.00 to a maximum of $500.00, plus transportation costs based on provincial government rates.

Applications which entail an internship component at a heritage, cultural or other institution should include a brief description of the expertise being sought, where, and the duration of the course of study. This information should also be submitted to the institution where the skill transfer is to take place. An appropriate official of the institution or organization should indicate in writing that the internship can be undertaken as outlined by the applicant, and this letter should accompany the Skills Transfer application form to the appropriate regional office.

Assistance to attend conferences is ineligible under this program.

APPLICATION DEADLINE: Applications must be submitted a minimum of 60 days prior to the project date.

REMARKS: Under normal circumstances applicants will be notified of their grant decision within 30 days of receipt of the application.

Grants are paid after the activity takes place.

CONTACT: Regional Office of Manitoba Culture, Heritage and Recreation for application/information. See inside front cover for listings.

PROGRAM: **TRAVELLING LIBRARIES**

PURPOSE: Public Library Services Branch loans blocks of books to communities where there are at least six interested individuals and where there is a volunteer custodian to be responsible for housing and circulation of the books.

WHO MAY APPLY: Rural communities with at least six interested persons and a volunteer custodian.

CRITERIA: Travelling libraries must be accessable to the public .

They must not be kept in a school and used only during school hours.

LEVEL OF ASSISTANCE: Freight charges both ways are paid by the Public Library Services Branch.

CONTACT: Manitoba Culture, Heritage and Recreation
Public Library Services
Travelling Libraries
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460
Fax No: 945-0413

MANITOBA CULTURE, HERITAGE AND RECREATION

REGIONAL SERVICES BRANCH

The Regional Services Branch provides community-level access to all of the programs, grants and services of the Department, and is responsible for delivery of sport and fitness programs on behalf of the Sport Directorate and the Manitoba Fitness Directorate. The following services are available through eight regional offices in rural and northern Manitoba.

CONSULTATIVE SERVICES:
to provide a community development, consultative service and delivery system for all programs of Manitoba Culture, Heritage and Recreation, and for sport and fitness programs of Manitoba Industry, Trade and Tourism.

COMMUNITY DEVELOPMENT

Leadership Training: to support training events which develop leader- ship skills in culture, heritage, recreation, sport and fitness.

Activities Assistance: to assist community district and regional organizations to initiate new and/or expandactivities.

Exposure: to facilitate public education and information exchange through conferences, demonstrations or available medium at the local level, including community cable television, newspapers and radio, and regional newsletters.

MANITOBA CULTURE, HERITAGE AND RECREATION

REGIONAL SERVICES BRANCH

WINNIPEG	401 - 177 Lombard Ave. Winnipeg, Manitoba R3B 0W5 PHONE: 945-4473	Bobbie dePencier, Director.
WESTMAN	340-9th Street Brandon, Manitoba R7A 6C2 PHONE: 726-6066	Chris Moore Regional Manager. Bob Ash, Regional Consultant.
EASTMAN	31 - 1st Street, Beausejour, Manitoba R0E 0C0 PHONE: 268-1411 ext. 207	Terry Hoover Regional Manager. Dick Weibel, Regional Consultant.
CENTRAL	Box 1750, Morden, Manitoba R0G 1J0 PHONE: 822-5418	Bob Genoway Regional Manager. Gisele Timmerman Regional Consultant.
INTERLAKE	Box 1519, Gimli, Manitoba R0C 1B0 PHONE: 642-5155	Dave Cain, Regional Manager. Jocelyn Renooy, Regional Consultant.
PARKLAND	27 - 2nd Avenue, S.W. Dauphin, Manitoba R7N 3E5 PHONE: 638-9111	Elmer Billows, Regional Manager. Garry Dixon, Regional Consultant.
NORMAN	59 Elizabeth Drive, Thompson, Manitoba R9N 1X4 PHONE: 677-6780	Donna Henry Regional Director. Sam Antila, Andrew Thomas Regional Consultants.
	Box 2550, The Pas, Manitoba R9A 1M4 PHONE: 623-6411	Wayne Huculak Regional Consultant.

MANITOBA ENERGY AND MINES

PROGRAM: **THE ENERGY BUS PROGRAM**

PURPOSE: On-site energy audits for businesses and community organizations throughout the province. The goal is to improve energy efficiency and reduce energy costs in both Manitoba's private and public sector.

WHO MAY APPLY: Any Manitoba institution, business, or community organization.

LEVEL OF ASSISTANCE: This is a free service provided by Manitoba Energy and Mines.

APPLICATION DEADLINE: On-going.

REMARKS: The Energy Bus team will visit your facility, analyze your energy use, advise you of energy management opportunities and estimate how much you could save by implementing these measures. You will be advised as to how to initiate an energy management program tailored to your needs.

CONTACT: Application forms are available from:
The Manitoba Energy and Mines Info Centre
555 - 330 Graham Avenue
Winnipeg, Manitoba
R3C 4E3
Telephone: 945-4154
Toll Free: 1-800-282-8069

Fax No: (204) 945-0586

MANITOBA HEALTH

PROGRAM: **VOCATIONAL REHABILITATION SERVICES FOR THE DISABLED IN MANITOBA**

PURPOSE: The Manitoba Vocational Rehabilitation Services program is designed to assist persons with disabilities (i.e. physically, mentally handicapped, post-mentally ill, blind, hearing impaired, learning disabled, alcoholic) to become employable and whenever possible, self-supporting. The purpose is to provide a comprehensive program for the vocational rehabilitation of disabled persons.

Services are provided by staff of the Department of Community Services and by rehabilitation agencies that have been designated to serve specific disability groups - Society for Manitobans with Disabilities Inc.; Canadian National Institute for the Blind; the Alcoholism Foundation of Manitoba and the Canadian Paraplegic Association.

Vocational programs are designed to meet the specific needs of handicapped persons. A wide variety of special- ized services and community resources are used. Funding is provided for individual eligible disabled persons pursuant to the creation of an individual vocational training plan.

WHO MAY APPLY: 1) Individuals of 16 years of age or over.

2) Individuals having a disability which substantially limits his/her opportunity for regular employment in the labour market.

3) The disabling condition is verified by a medical doctor/psychological report and/or an evaluation.

Services are based on individual needs and include:

- Counselling and case management
- Assessment
- Planning/Education
- Technical Aids
- Employment Placement

<u>Training/Education</u>

Development of work skills or training for a career is provided in several ways.

1) Education or training can be provided at community college, trade school or university.

2) Rehabilitation workshops provide training in a variety of areas including development of appropriate work skills.

3) Training on-the-Job

For Training on-the-Job (T.O.J.), a contract is negotiated with an employer to provide training for which the employer is reimbursed up to 50% of the wages.

The time period should vary with the complexity of the job to be learned, the client's own limitations and the related training already completed by the client.

Employment Placement

Gainful employment is the goal toward which the rehabili- tation program is directed. Counsellors maintain close contact with employers and the Canada Employment & Immigration Centres in order to help find suitable training and/or jobs.

How Vocational Rehabilitation Services are Obtained:

To apply for services, contact the local office of Manitoba Health or the office of the specialized designated agency.

The handicapped person will meet with a counsellor to determine the eligibility and whether the person can benefit from the program.

CONTACT:

Interlake Region

Jim Kowalchuk, Stonewall	467-5535
Marg Woodcock, Selkirk	482-4511
Cathy Arnason, Gimli	642-5173
Pat Carter, Ashern	768-2585

Parkland Region

Terry Wozney, Dauphin	638-8848
Audrey Aitkin, Swan River	734-3436

Central Region

Rhea Krawetz, Portage la Prairie	857-9711
Ken Warkentin, Morden	822-4496
Brian Petkally, Carman	745-2317

Thompson Region

Shirley Chase, Thompson	778-7371

Eastman Region

Greg Pierce, Beausejour	268-1411
Bob Loewen, Steinbach	326-1363

Westman Region

Bev Aberson, Brandon	728-7000

Norman Region

John Scott, Flin Flon	687-3457
Gertrude Lang, The Pas	623-6411

Winnipeg Region

Wpg. South Region -	233 Provencher Blvd.	945-8966
	2989 Pembina Hwy.	945-8933
	Bldg. 3, Tuxedo Blvd.	945-7323
Wpg. North Region -	1400 Henderson Hwy.	945-8558
	1021 Court Avenue	945-8333
	108 Bond Street	945-8944
Wpg. West Central Region -	1-189 Evanson St.	945-6333
	1981 Portage Ave.	945-8911

Designated Rehabilitation Agencies

Society for Manitobans with Disabilities Inc.

Winnipeg - 825 Sherbrook Street, R3A 1M5 - Phone 786-5601
+ D.D. 774-2861
Brandon - 356-10th Street - Phone 1-800-282-8041
Thompson - 210 - 74 Cree Road, R8N 0B8 - Phone 778-4277

Canadian National Institute for the Blind

Winnipeg - 1080 Portage Avenue, R3G 3M3 - Phone 774-5421
Brandon - 356-10th Street, Phone 727-0631

Alcoholism Foundation of Manitoba

1041 Portage Avenue, Winnipeg, Manitoba, R3G 0R9
Phone 786-3831

Canadian Paraplegic Association

825 Sherbrook Street, Winnipeg, Manitoba, R3A 1M5
Phone 786-4753
Thompson - 210 - 74 Cree Road, R8N 0B8 - Phone - 778-4279

MANITOBA HIGHWAYS AND TRANSPORTATION

PROGRAM: **TRANSPORTATION OF THE MOBILITY DISADVANTAGED IN RURAL MANITOBA**

PURPOSE: To assist communities that have taken the initiative in providing transportation services for mobility disadvantaged persons in rural Manitoba.

WHO MAY APPLY: The municipal government sponsoring the service. Two or more municipalities may work together but one must act as the sponsor for the purpose of receiving the Grant.

CRITERIA: Service must be provided to all mobility disadvantaged persons residing either in the community or visiting from any other community;
Vehicles and equipment must meet the minimum standards as set out under all federal and provincial laws, regulations and orders;
Vehicles must be kept fully insured at a level of coverage specified by the Province.

LEVEL OF ASSISTANCE:

Start Up Grant

One-time grant of $6,000 to assist sponsors in the establishment of a new service and in defraying the costs during the initial operating period.

Operating Grant

37-1/2% of gross operating expenses, including depreciation to a maximum of $20,000 in any one calendar year.

Capital Grant

50% of the cost of approved capital expenditures to a maximum of $10,000. Capital Grants are available for original and additional Handivans, not replacements.

APPLICATION DEADLINE: On-going program.

15th Floor, 215 Garry Street
Winnipeg, Manitoba
R3C 3Z1
Phone: 945-2009
Fax No: 945-5539

MANITOBA NATURAL RESOURCES

PROGRAM: **CONTROL OF DUTCH ELM DISEASE**

OBJECTIVE: To preserve the urban elm population within communities threatened with losing their elm trees to Dutch Elm Disease.

LEVEL OF ASSISTANCE: Municipalities involved in the program confer with forestry experts to determine the most effective control strategy for their area. The municipality then carries out its chosen program of control, incurs the total cost and subsequently bills the Province for a share of the amount

The maximum annual provincial share allowed to any community excluding the City of Winnipeg, is .50¢ per capita or $1500 base amount for municipalities, villages or towns under 3000 people.

Annual renewal of existing agreements usually takes place March through May.

CONTACT:

Dr. R. Westwood
Chief of Forest Protection
300 - 530 Kenaston Blvd.
Winnipeg, Manitoba
R3N 1Z4
Phone: (204) 945-7867

Ken Fosty
Agreement Manager
2nd Floor - 759 First Street
Brandon, Manitoba
R7A 2X5
Phone: (204) 726-6322
Fax No: 489-1360

MANITOBA NORTHERN AFFAIRS

PROGRAMS SPECIFIC TO THE NORTH

There are many programs and services which are specific to northern Manitoba or are northern branches of provincial and federal services. Manitoba Northern Affairs publishes an extensive resource manual entitled Ota-Miska ("Where to find it") which lists services and grants by subject area for the use of northern communities and non-profit organizations. These manuals are available for use in consultation with staff in the Northern Affairs Regional Offices, Culture, Heritage and Recreation Regional Offices, or your local community/band council office.

Rather than duplicate an existing resource, listed below are the subject areas contained in the manuals. Groups and individuals who live within the boundaries of Northern Affairs are encouraged to make use of the Ota-Miska as this resource manual was developed to meet your needs.

Subject Areas:

Agriculture
Culture and Recreation
Economic and Resource Development
Education and Training
Employment and Job Creation
Housing
Native Organizations and Services
Social Services
Foundations

NORTHERN AFFAIRS REGIONAL OFFICES

Thompson
Box 27 - 59 Elizabeth Drive
Thompson, Manitoba
R8N 1X4
Phone: 677-6788

Selkirk
339A Main Street
Selkirk, Manitoba
R1A 1T3
Phone: 482-7535

The Pas
Box 2560
The Pas, Manitoba
R9A 1M3
Phone: 623-7481

Dauphin
27 - 2nd Avenue, S.W.
Dauphin, Manitoba
R7N 3E5
Phone: 638-9111

MANITOBA RURAL DEVELOPMENT

PROGRAM: **CENTENNIAL GRANTS**

PURPOSE: To provide assistance towards Centennial observances of a municipality.

WHO MAY APPLY: Any incorporated municipality or local government district by written application.

LEVEL OF ASSISTANCE: Grant is based on $2.00 per capita and is to be used to assist in the cost of projects approved by the Province.

APPLICATION DEADLINE: On-going program.

CONTACT:

Richard Gray
Municipal Finance Officer
Municipal Advisory and Financial Services
607 - 800 Portage Avenue
Winnipeg, Manitoba
R3G 0N4
Phone: 945-2573
Fax No: 945-3769

PROGRAM: **PLANNING DISTRICT DEVELOPMENT PLAN**

PURPOSE: To provide assistance to a newly formed Planning District (and to its member municipalities) in meeting the cost of preparing a District Development Plan.

WHO MAY APPLY: Any Planning District which has been formed under The Planning Act.

LEVEL OF ASSISTANCE: Assistance is provided in the form of staff time and grants. The cost is shared on a 50/50 basis to a maximum District share of $1 per $1,000.00 equalized assessment over the District with any shortfall being funded by the Province.

REMARKS: Assistance is provided to ensure that the cost of preparing a Development Plan is not a reason to prevent any group of municipalities from forming a Planning District and entering into a Planning program.

CONTACT: Director of Municipal Planning
Manitoba Rural Development
4th Floor, 800 Portage Avenue
Winnipeg, Manitoba
R3G 0N4
Phone: 945-2158
Fax No: 945-3769

CANADA COUNCIL

PROGRAM: **EXPLORATIONS**

PURPOSE: The Explorations program of the Canada Council supports innovative projects that venture into new territory in the arts. The work supported may introduce new approaches to creative expression, cross disciplines or fulfill specific needs in the development of the arts. The primary intent of this multidisciplinary, regionally-oriented program is to provide support to innovative, unusual or unproven ideas that otherwise might not be realized, whether focusing on the performing, media or visual arts; creative writing; arts animation activities; the application of new technologies in the arts or experiments in new art forms.

WHO MAY APPLY: Canadian citizens, nonprofit organizations or permanent residents of Canada may apply for Explorations grants.

CRITERIA: Explorations does encourage a broad interpretation of its mandate. However, projects must reflect the program's primary objectives which are to support original artistic creation and its diffusion. Explorations grants have funded interdisciplinary collaborative work, craft experimentation, new performing arts projects, exhibits, photography, creative writing, recordings, film, video and audio experiments, community-based cultural animation projects, etc.

Explorations gives grants to help offset the following expenses:

1. subsistence
2. travel
3. honoraria or fees to resource persons
4. equipment rental
5. supplies and materials

A grant may apply to any period of time up to nine months.

LEVEL OF ASSISTANCE: The maximum amount which can be requested for an Explorations project grant is $16,000. However, the Explorations budget is limited and the average grant generally is far lower.

APPLICATION DEADLINE: The grant may cover any period up to nine months. Explorations grants do not cover expenses incurred before the application is approved. The deadline dates for receipt of applications are: January 15th, May 1st, and September 15th. The results are announced approximately three and one-half months after those dates.

CONTACT:

Richard Holden
Program Officer
Explorations Program
Canada Council
P.O. Box 1047
Ottawa, Ontario
K1P 5V8
Phone: (613) 598-4337 - station to station collect calls will be accepted
Fax: (613) 598-4390

DEPARTMENT OF COMMUNICATIONS

PROGRAM: **CULTURAL INITIATIVES**

This program does not require application forms. Applica- tions should focus on the specific nature of the request and should include:

a) Name and mailing address of the organization;

b) copy of letters of incorporation proving non-profit status;

c) list of members of board of directors;

d) complete description of the activity for which the funding is requested;

e) detailed budget, including expenditures, confirmed and projected revenues, and the amount of support requested;

f) names and telephone numbers of at least two persons within the organization who are familiar with the request.

NOTE: This is a permanent program of the Department.

THERE ARE THREE COMPONENTS TO THIS PROGRAM.

THEY ARE:

COMPONENT I: ASSISTANCE TO STRENGTHEN THE MANAGEMENT OF CULTURAL ORGANIZATIONS AND THE INNOVATIVE APPLICATION OF NEW COMMUNICATIONS TECHNOLOGIES.

PURPOSE: To promote the innovative use, development and application of new communication technologies in the operations and activities of Canadian professional non-profit cultural organizations and to strengthen the management of non- profit cultural organizations.

WHO MAY APPLY: Professional non-profit cultural organizations of Canada.

CRITERIA: Should supply information (a) to (f).

The project must be beneficial and feasible.

The results can be applied to the organization's continuing activities and operations at affordable costs.

Must demonstrate financial support from other sources.

Must be willing to share results of the project with other Canadian professional non-profit cultural organizations, on request.

Must be committed to submit a detailed report and to acknowledge the financial assistance of the Government of Canada.

LEVEL OF ASSISTANCE: Support is dependent upon the type of project submitted and the amount of assistance required to complete the project.

APPLICATION DEADLINE: Contact Departmental representative.

CONTACT: See end of listing

COMPONENT II: CAPITAL ASSISTANCE

PURPOSE: To provide greater public access to the professional performing and visual arts, museums and heritage collections, by developing and upgrading a national network of cultural facilities. Funds may also be provided to assist organiz- ations in undertaking feasibility studies concerning capital projects.

WHO MAY APPLY: Canadian non-profit incorporated organization or a munici- pal or regional government.

CRITERIA: Must provide information (a) to (f).

The construction or renovation of the facility or the purchase of the equipment must have a direct and immediate bearing on the provision or improvement of facilities for both the public and artists involved.

The applicant must confirm the funding sources available to meet the operating costs associated with the project.

Must provide a study with needs evaluation and cost benefit analysis and, if available, a feasibility or engineering study to substantiate the decision to proceed with the project.

Must also provide two most recent audited financial state- ments and estimated yearly operating costs of the new facility and identification of revenues to cover these costs.

Must identify similar facilities within a 30 kilometre radius (applicants in metropolitan areas excepted).

Must demonstrate financial support from other sources.

Must submit preliminary design and specifications of the proposed facility and recent interior and exterior photo- graphs if the building already exists.

Must acknowledge the financial assistance of the Government of Canada.

LEVEL OF ASSISTANCE: Support is dependent upon the type of project submitted and the amount of assistance required to complete the projects.

APPLICATION DEADLINE: Contact Department representative.
CONTACT: See end of listing

COMPONENT III: SPECIAL CULTURAL EVENTS OF NATIONAL SIGNIFICANCE

PURPOSE: To support cultural events of national significance.

WHO MAY APPLY: Canadian non-profit cultural organizations undertaking a special cultural event that is distinct from the ongoing activities of the sponsoring organization.

CRITERIA: Must provide information (a) to (f).

Eligible events must be held in Canada and have signifi- cant participation from at least three provinces or territories. Eligible events could include:

a) a national or international conference of a cultural nature;
b) the cultural component of a national or international activity or event, such as amateur sporting competi- tion or non-cultural conferences.

Must provide a clear statement of the objectives and goals of the proposed activity; its relationship to their on-going activities; and a description of the activity, including costs, timetables and a list of resource persons involved in the event.

Must also provide a list of all sources from which financial assistance has been sought.

Must submit a final report and acknowledge the financial assistance of the Government of Canada.

LEVEL OF ASSISTANCE: Support is dependent upon the type of project submitted and the amount of assistance required to complete the project.

CONTACT: All applications should be mailed to:

Department of Communications
200-386 Broadway
Winnipeg, Manitoba
R3C 3Y9
Phone: 983-5127
Fax No: 983-3182

Further information can be obtained from the Winnipeg Office at the above address.

PROGRAM: **MUSEUM ASSISTANCE PROGRAMMES**

PURPOSE: To provide financial and technical assistance to quality museums, art galleries, exhibition centres and related non-profit institutions.

WHO MAY APPLY: Museums, art galleries, and exhibition centres, must be non-profit in nature and open year round. Specific guidelines are provided within the Programme Descriptions for each of the Museum Assistance Programmes, as criteria for eligibility vary within each Programme.

CRITERIA: There are nine Programmes under which assistance is available:

1. Associate Museum Programme
2. National Exhibition Centre Programme
3. Specialized Museum Programme *
4. Conservation Assistance Programme
5. Exhibitions Assistance Programme
6. Registration Assistance Programme
7. Special Activities Assistance Programme
8. Training Assistance Programme
9. Upgrading and Equipment Assistance Programme

* The Specialized Museum Programme is currently inactive.

LEVEL OF ASSISTANCE: The level of assistance varies according to each Programme.

REMARKS: Contact Program Development Officer for detailed description of Programmes.

APPLICATION DEADLINES:

- September 1st
  - Exhibitions Assistance
  - Special Activities Assistance
- December 1st
  - National Exhibition Centre/ Associate Museum
  - Training Assistance
- March 1st
  - Exhibitions Assistance
  - Registration Assistance
  - Special Activities Assistance
- June 1st
  - Special Activities Assistance
  - Training Activities

Applications under the Conservation Assistance and Upgrading and Equipment Assistance Programs are accepted year round. The specialized Museum Program is currently inactive.

CONTACT:

Museum and Heritage Consultant
Communications Canada
200 - 386 Broadway
Winnipeg, Manitoba
R3C 3Y9
Phone: 983-7138
Fax No: 983-3182

DEPARTMENT OF THE SECRETARY OF STATE OF CANADA

INTRODUCTION

The Manitoba Regional Office of the Department of the Secretary of State forms part of a national network of offices designed to assist Canadians to develop and maintain a sense of belonging to Canada. Their programs and activities are aimed at promoting knowledge of our country and pride in its cultures, history and traditions. The Manitoba office has three distinct components:

1) Citizenship Court

2) Social Development

3) Translation Bureau

Due to the vast number of programs offered by the Department of the Secretary of State of Canada, we have highlighted several programs that are relevant to the individuals and groups that might be using this manual. Please keep in mind that this is just an introduction to the programs offered and you are advised to contact the Department of the Secretary of State of Canada for further details on these and other programs.

Department of the Secretary of State of Canada
303 Main Street
Room 201
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **ABORIGINAL FRIENDSHIP CENTRE PROGRAM**

PURPOSE: This program's main objective is to assist in the adjust- ment of migrating native people to life in Canadian society. It contributes to the improvement of the quality of life of Aboriginal people in an urban environment by support to self-determined activities which facilitate equal access to opportunities and participation within Canadian society and which respect Native cultural distinctiveness.

WHO MAY APPLY: Aboriginal Friendship Centres which have been in operation for a minimum of twelve months after incorporation and are members of the National Associations of Friendship Centres.

CONTACT: Native Citizens Program Officer
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **ABORIGINAL WOMEN'S PROGRAM**

PURPOSE: The Aboriginal Women's program supports and encourages projects and activities which advance participation of aboriginal women in contemporary society with the objective of: Multiplying opportunities for intracultural and intercultural contact and appreciation by aboriginal women at the national, provincial and local levels thereby making their social and cultural participation more visible and meaningful within their own communities and to all Canadians.

This program has the following objectives:

1. Upgrading technical and management skills of aborig- inal women through the development of their own leadership and the establishment of objectives and criteria for their own representative organizations.

2. Creating opportunities for aboriginal women to initiate and influence those policies and programs developed by government departments for the benefit of the native population.

3. Providing opportunities for aboriginal women to initiate activities and projects which aid them in their desire for the preservation and retention of their culture and their communities' cultural identity.

WHO MAY APPLY: Financial assistance may be provided to a group of aborig- inal women who have voluntarily associated themselves for a non-profit purpose, operating in line with democratic principles in pursuit of the program's objectives. These include special purpose organizations which address specific issues and new or emerging organizations.

CONTACT: Aboriginal Women's Program Officer
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **CANADA DAY**

PURPOSE: Canada Day is the occasion to celebrate our national day throughout the province. The Manitoba Canada Day Committee, composed of volunteers, coordinates the planning and promotion and deals directly with people organizing activities in their communities. The Department of the Secretary of State of Canada provides seed-money support. The emphasis is on community participation in events that provide maximum involvement for all. Sports events, parades, picnics, festivals, dances, religious ceremonies, flag-raisings, birthday cakes and fireworks are typical features of July 1, Canada Day.

APPLICATION DEADLINE: To be announced

CONTACT:
Canada Day Program
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **DISABLED PERSONS' PARTICIPATION PROGRAM**

PURPOSE: To enhance the capacity for people with disabilities to effectively represent their rights and responsibilities as Canadian Citizens.

To support the development of community-based mechanisms aimed at addressing attitudinal, institutional and information barriers excluding people with disabilities from participation in Canadian society.

To facilitate the development by people with disabilities of innovative approaches to participating in social and economic life in Canada.

WHO MAY APPLY: Non-profit, voluntary organizations led by disabled persons.

CONTACT:

Disabled Persons Participation Program
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **HUMAN RIGHTS PROGRAM**

PURPOSE: To achieve greater awareness, knowledge and appreciation by Canadians of human rights, fundamental freedoms and related responsibilities; to increase the enjoyment of human rights; and to increase compliance with Canada's domestic and international human rights commitments.

WHO MAY APPLY: Priority is given to human rights and civil liberties associations. However, voluntary and non-governmental organizations which choose to develop a project focusing on the promotion or study of an identified human rights issue may also apply.

CONTACT:

Human Rights Program
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **MULTICULTURALISM - COMMUNITY SUPPORT AND PARTICIPATION**

PURPOSE: To enhance the capacity of ethnocultural and multicultural organizations to represent their communmities, to promote their active participation in society in pursuit of multi- culturalism objectives, and to help develop and maintain their sense of community in Canada.

To enhance the capacity of non-profit, community-based, voluntary organizations to provide, on an ongoing basis, program services that enable first-generation Canadians to become self-sufficient and to exercise their rights and privileges as active citizens.

To strengthen the ability of first-generation Canadians, including immigrant and visible minority women, to address collectively the causes and conditions of inequality arising from the immigration experience.

WHO MAY APPLY: Multicultural and ethnocultural organizations and associations providing ongoing assistance for communmity participation at a local or regional level.

Any non-profit organization, with demonstrable support from an ethnocultural or visible minority community.

CONTACT: Multiculturalism Program Officer
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **MULTICULTURALISM - HERITAGE CULTURES AND LANGUAGES**

PURPOSE: To assist Canadians to preserve, enhance and share their heritage cultures, languages and enthnocultural identities.

WHO MAY APPLY: Democratically constituted organizations which have associated themselves voluntarily for a non-profit purpose and are representative of and fully accountable to the ethnocultural group or community they serve.

CONTACT: Multiculturalism Program Officer
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **MULTICULTURALISM - RACE RELATIONS AND CROSS-CULTURAL UNDERSTANDING**

PURPOSE: To promote among Canadians and in Canadian institutions appreciation, acceptance and implementation of the principles of racial equality and multiculturalism.

WHO MAY APPLY:

- non-profit voluntary organizations/coalitions and ad hoc groups dealing with specific race relations issues;
- professional organizations, non-governmental public bodies, universities and post-secondary institutions, other levels of government;
- individuals with appropriate race relations, materials development or public education expertise, and who are Canadian citizens or permanent residents;
- organizations belonging to private enterprises such as film producers or publishing houses for recovery of deficits on eligible projects.

CONTACT:

Multiculturalism Program Officer
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **OFFICIAL LANGUAGE COMMUNITIES**

PURPOSE: To encourage and assist official language communities in establishing and maintaining their institutions, in deve- loping effective organizations and in participating in their language in the social, educational, cultural and economic life of Canadian society.

WHO MAY APPLY: Voluntary non-profit organizations

CONTACT:
Official Language Communities Program
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **PROMOTION OF OFFICIAL LANGUAGES**

PURPOSE: To promote comprehension and respect for Canada's ling- uistic duality and to encourage and assist Canadian institutions, businesses and organizations at all levels in developing and providing services in both official languages.

WHO MAY APPLY: Voluntary non-profit organizations, and non-federal public sector.

CONTACT:

Promotion of Official Languages Program
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **VOLUNTARY ACTION PROGRAM**

PURPOSE: To support the growth and diversity of the voluntary sector through advocacy and the promotion of volunteerism.

To enhance the independence of the voluntary sector by facilitating access to financial assistance and technical expertise.

To assist coalitions and associations of different groups in undertaking innovative projects which have benefits for the larger voluntary sector as a whole.

WHO MAY APPLY: Non-profit voluntary organizations with a primary function of promoting the volunteer contribution to the community.

CONTACT:

Voluntary Action Program
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365

PROGRAM: **WOMEN'S PROGRAM**

PURPOSE: To increase public understanding in order to encourage action on women's equality issues. To promote the organizational development of women's groups in order to increase their effectiveness in working towards equality for women. To promote action by institutions to incorporate women's equality issues into their decision- making structures, policies and programs.

WHO MAY APPLY: Financial and technical assistance is provided to women's groups and other voluntary organizations working to improve the economic, social and legal situation of women, whether in the home, the workplace or the community.

CONTACT: Women's Program Officer
Department of the Secretary of State of Canada
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 983-3601
Fax No: 983-5365.

EMPLOYMENT AND IMMIGRATION CANADA

PROGRAM: **COMMUNITY FUTURES**

PURPOSE: Community Futures assists selected communities or groups of communities comprising a definable labour market area in assessing their economic problems and in determining and promoting development opportunities and adjustment measures.

WHO MAY APPLY: Eligible communities are identified directly by the Minister of CEIC.

Eligible communities must:

- be suffering from chronic or acute unemployment;
- have an unemployment rate which, in the opinion of program officials, is substantially greater than the provincial average, while lacking adequate mechanisms to address the problem; and
- normally be outside metropolitan areas and distant from more buoyant labour markets.

CRITERIA: Once a Community Futures Committee is established and an action plan approved, the CFC may request that CEIC implement any or all of the following program sub options:

a) Business Development Centre

b) Self-Employment Incentive

c) Relocation and Exploratory Assistance

d) Purchase of Training

e) Community Initiative Funds

Each of these parts of the program have their own criteria and funding.

LEVEL OF ASSISTANCE:

1) Committees - $400,000 maximum over six years
100,000 maximum/year
+100,000 Special northern travel allowance

2) Business Development Centres - $2,300,000 maximum over five (5) years

3) Self Employment Incentives - $200/week for fifty-two (52) weeks

4) Relocation and Exploratory Assistance related to scales and distances

5) Purchase of Training - maximum of $3,000,000 per agreement

6) Community Initiatives Fund - Public venture no upper limit, but normally cost shared. Private sector $50,000 maximum.

APPLICATION DEADLINE: None

CONTACT: Your local Employment and Immigration Office. See listing at end of section.

PROGRAM: **GRANTS TO VOLUNTARY ORGANIZATIONS**

PURPOSE: To provide short-term financial assistance to voluntary non-profit organizations which organize activities designed to improve the employability of groups of Canadians such as disabled persons, natives, women, youth, and other special groups.

WHO MAY APPLY: Voluntary/non-profit organizations which are not under the direction of any level of government.eg. National, Provincial, Regional or Community Organizations, Special Purpose Voluntary Organizations, Special Non-Profit Committees, Non-government institutions.

Provincial, Territorial or any other level of government, or individuals are ineligible.

CRITERIA: Projects supported by Grants to Voluntary Organizations include: conferences, workshops, annual meetings, seminars, the production of pamphlets, booklets, other written material, films or other audio-visual media directed at improving the employability of/or which compliment the focus of Employment and Immigration Canada on disabled persons, native people, youth, and other special groups.

LEVEL OF ASSISTANCE: Funding arrangements are flexible with a maximum contribution of $10,000.00 in a fiscal year.

No organization may receive funding for more than two consecutive years.

APPLICATION DEADLINE: On-going, but at least eight weeks prior to the date funds are required in that fiscal year.

CONTACT: Employment and Immigration Canada
Room 710, Eaton Place
330 Graham Avenue
Winnipeg, Manitoba
R3C 4B9
Phone: 204-983-6743

PROGRAM: **INDUSTRIAL ADJUSTMENT SERVICE (IAS)**

PURPOSE: The Industrial Adjustment Service provides financial assistance to encourage management and labour to jointly assume the responsibility of planning for technology, industrial and/or economic changes which have an impact on the workforce. The IAS helps in setting up an Industrial Adjustment Committee enabling a firm and its employees to tackle problems and find constructive solutions.

WHO MAY APPLY: The service is available to all kinds of businesses and non-profit organizations. Committees representing industrial groups or communities may also be established with representation from several businesses and labour or worker groups in the industrial group or community.

Employers and employees must agree to participate.

CRITERIA: No specific criteria. Please contact one of the Consultants listed below for further information.

LEVEL OF ASSISTANCE: In most cases, the business and CEIC share the costs of committee operations. These include the chairperson's fees, wages of employees while attending committee meetings, administrative support and the costs of consultants or researchers where necessary. The provincial government frequently participates in the cost-sharing.

APPLICATION DEADLINE: On-going, depending on availability of funds.

CONTACT: Your local Canada Employment Centre or the following Industrial Adjustemnt Consultants.

Joanne Daoust
983-3750

Myles Livingstone
983-3206

Jerry Kozubal
983-3721

Ron Mruss
983-2272

Rene Asselin
983-2375

PROGRAM: **JOB DEVELOPMENT**

PROGRAM OPTIONS:
a) Individually Subsidized Jobs
b) General Projects

PURPOSE: To assist long-term unemployed individuals to participate effectively in the labour market, through training and work experience.

WHO MAY APPLY: Businesses, organizations, public health and educational institutions, municipal governments and Band Councils.

CRITERIA: To be eligible to participate persons must be currently unemployed and jobless but willing to work normally for at least 24 out of the last 30 weeks.
FOR FURTHER CRITERIA, PLEASE CONTACT YOUR CANADA EMPLOYMENT CENTRE.

LEVEL OF ASSISTANCE:

1) Individually Subsidized Jobs (ISJ)
- for profit employers normally receive up to 60% of wages up to $7.50 per hour and $300.00 per week per participant.

2) General Projects
- contributions are based on reimbursement for actual eligible costs within the categories of Mandatory Employment Related Costs, Overhead Costs and Training Costs. Reimbursement for wage costs uses the ISJ model.
- Special Costs: CJS projects are eligible for a contribution of up to a maximum of $10,000 per disabled participant or administrative staff member.

APPLICATION DEADLINE: On-going, depending on availability of funds.

CONTACT: Your local Employment and Immigration Office. Please see end of section for listing.

PROGRAM: **JOB ENTRY**

PROGRAM COMPONENTS:

a) Entry
b) Re-entry
c) Co-operative Education
d) Direct Purchase of Training
e) Severely Employment Disadvantaged
f) Delivery Assistance
g) Pre-operational Assistance
h) START

PURPOSE: To assist or encourage specific groups of persons in making the transition to, or to participate effectively in, the labour market through training and work experience.

WHO MAY APPLY: Businesses, organizations, public health and educational institutions, municipal governments and Band Councils.

CRITERIA: Eligible co-ordinators are those capable of developing and implementing a plan that should involve at least 10 people. FOR FURTHER CRITERIA, PLEASE CONTACT YOUR CANADA EMPLOYMENT CENTRE.

SPECIAL COSTS: CJS projects are eligible for a contribution of up to a maximum of $10,000 per disabled participant or administrative staff member.

LEVEL OF ASSISTANCE: Specific to each program.

APPLICATION DEADLINE: On-going

CONTACT: Your local Employment and Immigration Office. Please see end of section for listing.

PROGRAM: **CHALLENGE**

PROGRAM COMPONENTS:
1) Summer employment/Experience Development (SEED)
2) Work Orientation Workshops (WOW)
3) Business Drive For Jobs (BDJ)
4) Student Business Loans (SBL)
5) Canada Employment Centres for Students (CECs)
6) Native Internship Program (NIP)

PURPOSE: Challenge operates within the Job Entry Programs focus on youth by providing work experience and developmental learning experiences to in-school youth during the summer months. The overall purpose of Challenge is to assist students in preparing for their future entry into the labour market.

WHO MAY APPLY: 1) Under Summer Employment/Experience Development (SEED) wage subsidies are available to private sector, public sector and non-profit employers.
2) Eligible sponsors under the WOW program are businesses, industries, organizations, school boards, municipalities and provincial agencies.

CRITERIA: FOR CRITERIA, CONTACT YOUR CANADA EMPLOYMENT CENTRE.

LEVEL OF ASSISTANCE: 1) - Private sector wage subsidy up to maximum 50% of wages paid up to a maximum of $2.50 per hour.
- Public Sector eligible for subsidy of up to $4.25 per hour
- Non-Profit Sector eligible to receive a subsidy of up to 100% of the provincial adult minimum wage rate per hour.
2) - Maximum contribution of up to $500.00 per week for trainers/instructors; $350.00 per week for assistant trainers/instructors/a maximum contribution of $50.00 per participant per workshop week will be paid to the sponsor to a maximum of $200.00 per participant following successful completion of the program. Trainee wages can be covered up to a maximum of 100% of provincial adult minimum wage.

The level of assistance is governed by component criteria.

APPLICATION DEADLINE: To be announced.

CONTACT: Your local Employment and Immigration Office. Please see end of section for listing.

PROGRAM: **SKILL INVESTMENT**

a) Retraining
b) Training Trust Fund
c) Continuing Employment
d) Direct Purchase of Training
e) Language at Work

PURPOSE: This program brings help to workers whose jobs are threa- tened by changing technology and economic conditions. With an unprecedented program to co-ordinate the efforts of workers and employers, people will have the chance to learn new skills before they are laid off, or their existing skills become redundant.

WHO MAY APPLY: Proposals from all sectors of the business community are encouraged.

CRITERIA: No specific criteria identified. Please contact your nearest Canada Employment Centre.

LEVEL OF ASSISTANCE: Assistance is available for both on- and off-the-job training; for both full and part-time training.

Assistance for training can last up to three years.

Under the Retraining and Continuing Employment option, contributions are made towards wages and training costs of trainees. Reimbursements cover 60% of wages during off-the-job training and 25% during on-the-job training.

Under the Training Trust Fund option grants are made to new or existing trust funds. Grants are 50% of employer/ employee contributions in the first year to a maximum of $200,000 and 33 1/2% of employer/employee contributions in each of the second and third years to a maximum of $100,000 per year.

Employers who train disabled persons can receive up to $10,000 for renovations to the workplace.
Under Language at Work option contributions are made to cover instructional costs for literacy, numeracy and language training of employed immigrant workers.

APPLICATION DEADLINE: On-going, depending on availability of funds.

CONTACT: Your local Employment and Immigration office. Please see end of section for listing.

PROGRAM: **SKILL SHORTAGES**

a) Workplace-Based Training
b) Direct Purchase of Training
c) Relocation and Travel Assistance

PURPOSE: To assist employers in finding the skilled workers they need to be competitive when these skills have been desig- nated as in shortage at the regional or national level. This assistance may be with respect to the mobility of workers who already possess the skills or for incremental training.

WHO MAY APPLY: Employers in all sectors of the community.

CRITERIA: No specific criteria identified. Please contact your Employment and Immigration office.

LEVEL OF ASSISTANCE: Assistance is available for both on and off-the-job training, for both full and part-time training.

Assistance for training can last up to three years.

Under the Workplace-Based Training option, contributions are made towards wages and training costs of trainees. Reimbursements cover 60% of wages during off-the-job training and 25% during on-the-job training.

Relocation and Travel Assistance is available to assist in moving unemployed qualified workers to areas where a skill shortage has been identified.

Employers who train disabled persons can receive up to $10,000 for renovations to the workplace.

APPLICATION DEADLINE: On-going, depending on availability of funds.

CONTACT: Your local Employment and Immigration Office. Please see end of section for listing.

CANADA EMPLOYMENT CENTRES

BRANDON
153 - 11th Street
Box 1178
R7A 4J5
Phone: 727-0583

DAUPHIN
135 - 2nd Avenue N.E.
R7N 0Z6
Phone: 638-3711

FLIN FLON
Branch of The Pas
Rm. 201, Federal Bldg.
54 Main Street
P. O. Box 730
R8A 1N5
Phone: 687-8231

MORDEN
158 Stephen Street
P. O. Box 1418
R0G 1J0
Phone: 822-4491

PORTAGE LA PRAIRIE
211 Saskatchewan Ave. E.
P. O. Box 1117
R1N 3C5
Phone: 239-1212

SELKIRK
2nd Floor
237 Manitoba Avenue
R1A 2M8
Phone: 482-3323

STEINBACH
Steinbach Place
323 Main Street
Box 1149
R0A 2A0
Phone: 326-1371

THE PAS
151 Fischer Avenue
P. O. Box 660
Phone: 623-3453

THOMPSON
North Centre Mall
118 - #13 Station Rd.
R8N 0N3
Phone: 778-4471

GIMLI
Branch of Selkirk
Taylor Pharmacy Bldg.
80 - 6th Avenue
P. O. Box 1770
R0C 1B0
Phone: 642-5193

LEAF RAPIDS
Branch of Flin Flon
Unit 13 (P. O. Box 850)
Leaf Rapids Town Centre
R0B 1W0
Phone: 473-2448

LYNN LAKE
Branch of Flin Flon
Federal Building
50 Sherritt Avenue
R0B 0W0
Phone: 356-8300

NEEPAWA
Branch of Portage
225 Ellen Street
R0J 1H0
Phone: 476-3371

SWAN RIVER
Branch of Dauphin
Federal Building
203 - 5th Avenue N.
R0L 1Z0
Phone: 734-3483

CITY OF WINNIPEG

CENTRE
320 Donald St.
P.O.Box 8850
R3C 3E6
Phone: 983-5363

EAST
1122 Henderson Hwy
R2G 1L1
Phone: 983-5836

ST. BONIFACE
170 Marion Street
R2H 0T4
Phone: 983-2510

SOUTH
1048 Pembina Highway
R3T 1Z8
Phone: 983-6670

NORTH
1412 McPhillips St.
R2V 3C5
Phone: 983-2262

WEST
1822 Portage Avenue
R3J 0G5
Phone: 983-5301

R.R.C. COLLEGE
Room C211,
2055 Notre Dame Ave.
R3H 0J9
Phone: 983-2264

U. OF MANITOBA
Box 13 University Ctr
R3T 2N2
Phone: 983-4491

U. OF WINNIPEG
Branch of Centre Office
R3C 3E6
Phone: 983-5383

HEALTH AND WELFARE CANADA

PROGRAM: **HEALTH PROMOTION CONTRIBUTION PROGRAM**

PURPOSE: To maintain and improve the health and well-being of Canadians with a particular focus on four target groups: women, the elderly, children and youth, and the disabled. This is done by providing financial support for community- based projects.

WHO MAY APPLY: Proposals may be submitted by non-government, non-profit organizations and community groups.

CRITERIA: The program supports health promotion projects which seek to employ one or more of the following strategies:

1. self-care
2. mutual aid
3. environmental change

Projects are also expected to address one or more of the following objectives:

1. reducing inequities in health status among disadvan- taged population groups.
2. increasing prevention of injuries, illness and chronic conditions.
3. strengthening people's capacity to cope with chronic conditions, disabilities and mental health problems.

LEVEL OF ASSISTANCE: A contribution may be made for a period of up to three years for a specific project activity.

APPLICATION DEADLINE: On-going, depending on availability of funds.

REMARKS: Funding priorities relating to each of the target groups are established before each solicitation for new project applications. Please contact the Health Promotion Directorate to obtain a copy of the most recent funding priorities.

CONTACT:
Health Promotion Directorate
Health Services and Promotion Branch
Health and Welfare Canada
Prairie Regional Office
603 - 213 Notre Dame Avenue
Winnipeg, Manitoba
R3B 1N3
Phone: 983-2554
Fax No: 983-8674

PROGRAM: **NEW HORIZONS**

PURPOSE: To provide seed funding to enable a group of seniors to initiate a project with a view to becoming self-sufficient.

WHO MAY APPLY: Seniors Organizations/groups of Seniors.

CRITERIA: Although a project idea may originate with one person, there should be a group of no fewer than ten members who will accept responsibility for the management of the project and the administration of project funds.

70% of the project participants must be older and permanently retired from the labour force.

New Horizons contributions may be provided to initiate new activities or expand existing ones within a community.

Contributions for projects are available for periods of up to 18 months. Groups are encouraged to plan for the continuation of a project after the funding period through membership fees, donations, fund-raising events, community support or other sources.

Contributions may cover expenses incurred in planning, organizing and operating the project activities, including such items as rent, utilities, furniture and equipment, materials and supplies.

LEVEL OF ASSISTANCE: The level of assistance is determined by several factors such as number of participants, complexity of the pro- gram, equipment needed, etc.

APPLICATION DEADLINE: On-going.

CONTACT: New Horizons Program
340 Graham Avenue
Eaton Place
Winnipeg, Manitoba
R3G 4C2
Phone: 983-2833
Fax No: 983-0337

PROGRAM: **SENIORS INDEPENDENCE PROGRAM**

PURPOSE: To encourage the development of projects which will improve the quality of life and foster independence of seniors.

WHO MAY APPLY: Eligible sponsors include:

- voluntary, non-profit groups
- professional associations
- educational institutions
- health or social service agencies
- para-public organizations

Ineligible applicants include: individuals, for-profit organizations, municipal/provincial/federal government departments.

Priority will be given to projects that improve the quality of life of:

a. women
b. seniors living in remote rural or Northern areas
c. less advantaged seniors (low income, chronically ill, physically or mentally ill, ethnic minorities, homeless or abused).

CRITERIA: Projects should be designed to develop supports to independence in the areas of health, education or social welfare.

1. Seniors must be the beneficiaries of the community- based projects.
2. Seniors must be involved in the design and delivery of the projects.
3. Funding will be for developmental or demonstration projects, resource development, information and training.
4. The maximum funding period for a project can be three years.
5. Funds may be used to cover: staff salaries and contractual fees; employee benefits; travel and accommodation; materials and supplies; costs of services or equipment rental.

LEVEL OF ASSISTANCE: The maximum project cost will be $750,000.00.

APPLICATION DEADLINE: On-going.

CONTACT:

Seniors Independence Program
340 Graham Avenue
Eaton Place
Winnipeg, Manitoba
R3C 4C2
Phone: 983-2833
Fax No: 983-0337

MANITOBA ARTS COUNCIL

PROGRAM: **COMMUNITY ACCESS**

PURPOSE: The COMMUNITY ACCESS program is intended to assist existing community organizations in Manitoba in engaging professional artists for developmental projects. It may also support professional presentation opportunities for aspiring professional artists.

WHO MAY APPLY: The sponsoring organization must be a community non-profit organization based in Manitoba and in existence for a minimum of one year. The organization must demonstrate that one of its mandates is concerned with the arts.

CRITERIA: An eligible project is one that:

1. has clear objectives;
2. demonstrates a need for access to participation in the professional arts.
3. is developmental in nature or provides professional presentation opportunities for aspiring professional artists in conjunction with professional artists; short-term workshops are specifically excluded;
4. Uses recognized professional Manitoba artists as resources;
5. has been designed cooperatively by the sponsoring organization and the artist;
6. demonstrates that the opportunities provided through the project are not available through existing programs and endeavours in the community;
7. outlines a budget consistent with planned activity.

Grants will be provided to organizations concerned with providing opportunities for professional presentations of performing or creative work which do not now exist.

Eligible projects are those that:

1. Demonstrate that the opportunity provided through this project is not available through existing programs and endeavours in the community;
2. Have specific plans that indicate how those objectives are to be met;

3. Have aspiring professionals as beneficiaries;

4. Have developed a process to identify the potential beneficiaries;

5. Use recognized professionals as resource persons;

6. Outline a budget consistent with the planned activity;

7. Have developed an evaluation process to determine results.

LEVEL OF ASSISTANCE: The normal level of assistance does not exceed $5,000.00. Generally support assists in payment of professional artist fees, although other project costs may receive some support. Organizations are encouraged to seek financial assistance from other sources. The Community Access program will not support projects which are eligible for support from other programs of the Manitoba Arts Council or the Department of Culture, Heritage and Recreation.

APPLICATION DEADLINE: April 15th and September 15th.

REMARKS: The Manitoba Arts Council encourages your organization to consult Council staff prior to the preparation of your proposal. Staff will clarify the information required, advise you on the eligibility of your proposal and on the appropriate level of assistance to seek. Such consultation may save you time during the preparation of your application and should result in a more effective request.

CONTACT: Manitoba Arts Council
James Hutchison
Writing and Publishing Consultant
525 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-05102
Fax No: 945-5925

PROGRAM: **ARTISTS IN THE SCHOOLS**

PURPOSE: A program designed to broaden and develop the arts education program in Manitoba schools (K-12), by supporting the presence of professional Manitoban artists in creative arts residences, workshops, demonstrations, and performances in schools. Project proposals are selected by a jury of two artists and one educator in each discipline.

WHO MAY APPLY: Any school in Manitoba - public, private and special can participate.

CRITERIA: An application form must be submitted to the Manitoba Arts Council.

The schools are responsible to cover costs of materials required for the program.

LEVEL OF ASSISTANCE: The Manitoba Arts Council, in cooperation with the Department of Education and Training, assumes the major part of the cost. Schools pay a portion depending upon the program selected.

APPLICATION DEADLINE:

Artists: November annually.
Schools: June annually.
Long Term Projects - June 22nd
- Oct. 1st
- Jan. 7th

No deadline for: New Initiatives (long-term projects)
Readings by Canadian Writers.

REMARKS: A profile and exact costs for each artist are listed in the Artist in the Schools Catalogue.

CONTACT:

Manitoba Arts Council
525 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Attn: Ann Atkey
Arts Education Consultant
Phone: 945-2978

Elizabeth Ford
Artists in the Schools Co-ordinator
Phone: 945-8630
Fax No: 945-5925

PROGRAM: **ARTVENTURES**

PURPOSE: The ArtVentures Program is intended to support innovative projects in the arts designed by organizations, artists or groups of artists.

The program is designated for developmental and innovative arts projects. Support will be given to projects which explore new directions in the arts; present imaginative arts programs; offer community arts animation projects. The mandate is flexible to allow for the support, on a project basis, of a range of creative ideas designed by the applicants.

WHO MAY APPLY: Manitoba organizations whose primary endeavours are in one or more of the arts (dance, music, theatre, literary or visual arts) and which have been in existence for a minimum of one year immediately prior to the date of application.

Artists who have resided in Manitoba for a minimum of one year prior to the date of application.

CRITERIA: Explore new directions in the arts or present the arts to the community in an imaginative fashion so as to enhance the public's understanding of the art form;

Identify specifically the beneficiaries of the project;

Have the specific objective of developing and/or pre- senting Manitoba artists and indicate how the project achieves that objective;

Have an evaluation process to determine the results;

Outline a budget consistent with the planned activities;

The program is not intended to support:

1. Capital, deficit reduction or fundraising projects;
2. Projects for which the Manitoba Arts Council or Manitoba Culture, Heritage and Recreation have programs with specific criteria and objectives;
3. Projects which are part of the regular operations or of the services provided by applying organizations.

LEVEL OF ASSISTANCE: The level of assistance provided will relate to the scope of the project and usually will not exceed $5,000. Appli- cants are encouraged to seek other souces of funding.

APPLICATION DEADLINE: May 1, September 1, February 1.

REMARKS: Organizations and artists wishing to apply to ArtVentures are asked to contact the Manitoba Arts Council office to discuss the nature of the project, or to send a brief description of the project and its intent to the Manitoba Arts Council. If it is deemed appropriate to fund the project through this program, the approved application form will be forwarded to the applicant.

CONTACT: Manitoba Arts Council
James Hutchinson
Writing and Publishing Consultant
525-93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-5102
Fax No: 945-5925

PROGRAM: **EXHIBITION ASSISTANCE**

PURPOSE: To assist galleries and cultural organizations with the development and presentation of exhibitions and juried shows.

WHO MAY APPLY: An incorporated non-profit organization located in Manitoba.

CRITERIA: There are four areas in this program:

1. In-House Exhibitions
2. Juried Shows
3. Special Exhibitions
4. Travelling Exhibitions

The organization should have as its primary purpose or as one of its ongoing programs the presentation of exhibi- tions of art accessible to the general public.

LEVEL OF ASSISTANCE: The amount of the grant will be determined on the basis of eligible costs and the availability of funds.

APPLICATION DEADLINE: January 1, May 1, September 1.

CONTACT: Community/Visual Arts Consultant
Manitoba Arts Council
525 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-0399
Fax No: 945-5925

PROGRAM: **MANITOBA ARTS GAMING FUND COMMISSION - PROGRAM B**

PURPOSE: The Manitoba Arts Gaming Fund Commission has been established to recommend the distribution of a designated portion of gaming revenues accruing to the arts umbrella co-ordinating organization.

WHO MAY APPLY: Organizations eligible to apply in the program are community-based and amateur arts organizations which:

1. are incorporated or registered and can demonstrate a minimum of two years of satisfactory activity;

2. are directly involved in the practice of the arts: visual arts, writing crafts, music, dance, theatre; or groups which coordinate and direct two or more such activities;

3. demonstrate a sustained and regular program of activity with clearly defined goals and objectives. Instructors, conductors, directors or coordinators should be individuals trained or experienced in the arts.

4. reflect a demonstrable need and benefit for which funding is requested.

This funding program is not designed to assist arts programs or projects in the formal Manitoba education system or those activities for which there is adequate subsidy from other public sector funding sources.

It is not the intent of this program to duplicate or replace the assistance provided by government, its agencies, and private sector funders.

CRITERIA:

Funds may be requested for a variety of purposes and projects which serve to enhance arts opportunities and arts development in the community or the region. Special projects, and operational development will be considered, but priority will be given to the funding of projects.

LEVEL OF ASSISTANCE:

The level of the award will be based on the merit and the scope of the endeavour, the need of the applicant, and the ability of the applicant to make effective use of the funds.

Normally the level of support will not exceed $2000; however, the Commission may allocate up to $5000 depending on the scope and merit of activity of the organization and/or the scope and merit of the particular project. The actual level will relate to the demonstrated need, the reasonableness of the request, and funds available. Awards may be approved at a lower level than requested or approval may be given for only a specific part of the request.

APPLICATION DEADLINE:

One application deadline, annually February 1st.

Applications will be considered on the basis of the need of the organization and on the ability of the organization to make effective use of the funds available.

Generally applicants will be advised of a decision within two months of the date of application.

CONTACT:

Manitoba Arts Gaming Fund Commission
525 - 93 Lombard
Winnipeg, Manitoba
R3B 3B1
Phone: 945-1447
Fax No: 945-5925

PROGRAM: **PUBLIC READINGS BY MANITOBA WRITERS**

PURPOSE: To increase the public's awareness of and appreciation for the work of Manitoba writers of fiction, poetry and drama, and to provide opportunities for the writers to reach a wider audience.

WHO MAY APPLY: Manitoba community organizations concerned with the writing, publication and readings of work by contemporary Manitoba writers, and having a mandate to encourage such activities. Schools are ineligible for this program but may apply through the Artists in the Schools program, Readings by Canadian Writers section.

CRITERIA: Writers:

1) Must be residents of Manitoba;

2) Must be writers of fiction, poetry, or drama;

3) Must have been professionally published, either in book form or in periodicals and journals. In the latter case, a number of works should have been published, to indicate that the writer has begun to establish a professional reputation.

To qualify for support through this program the events must be open to the general public. Readings may be free of charge; however, an entry fee may be charged should the host organization wish to do so.

LEVEL OF ASSISTANCE: The program provides assistance for approved readings and readings series. The support consists of a $150.00 fee per reading. Where more than one writer is involved in a reading, the fee is to be shared.

For a readings series the Manitoba Arts Council may provide a small amount to cover incidental costs.

APPLICATION DEADLINE: For single events the application should be submitted to the Council a minimum of six weeks prior to the planned date of the reading. Applications for a series of readings should be submitted to allow for a minimum of two months processing time.

REMARKS: The organization must outline the anticipated income and expenditures for the event.

The Manitoba Arts Council has information on file on many published Manitoba writers and will not normally require the applicant to provide background information on the writer`s training and accomplishments. In the event that Council's information on the writer is inadequate, it will be requested.

Sponsors may wish to contact provincial and national writers' groups for information on writers.

Applicants are encouraged to contact the Manitoba Arts Council prior to completing the application to discuss the project, potential writers available and eligible, and for clarification of any aspect of the program.

The organization will be advised of the decision of the Council. The payment will be made upon receipt of a report submitted at the conclusion of the event. The organization is responsible for paying the writer and any incidental costs associated with the event.

Rural sponsors should contact your Regional Office of Manitoba Culture, Heritage and Recreation for information on funding assistance available to sponsors. See listing on front cover.

CONTACT:

James Hutchison
Writing and Publishing Consultant
Manitoba Arts Council
525 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-5102
Fax No: 945-5925

MANITOBA COMMUNITY SERVICES COUNCIL, INC.

PROGRAM: **MANITOBA COMMUNITY SERVICES COUNCIL INC. GRANTS**

PURPOSE: To provide support for Manitoba community service organizations through the allocation of funds and/or bingo dates.

WHO MAY APPLY: Non-profit volunteer organizations that provide various community services for the benefit of their respective communities. Recreation, youth, and seniors' services, health-related services and other social services are among those considered by the Council.

CRITERIA: The organization applying must be a non-profit body which seeks funds for a purpose deemed by the Council to be a community service serving more of the community than the self interest of the organization's Board of Directors.

Its management must be directed by a duly constituted board of volunteers which assumes accountability to the community and meets at least four times a year. (The board shall serve without remuneration.)

It must have a plan of organization, develop an annual budget and operate on a sound financial basis, maintain an adequate system of records and reports and publish an annual financial report which has been audited by an accountant or other board member(s).

It must make effective use of volunteers wherever possible.

If it employs staff, they must be qualified by training and/or experience.

LEVEL OF ASSISTANCE: There is no specific amount, it varies according to the proposed project. Grants may be approved at a level lower than that requested or approval may be given for only a specific part of the request.

APPLICATION DEADLINE: On-going depending on availability of funds.

CONTACT: Manitoba Community Services Council Inc.
c/o Elaine Taylor
405, #5 Donald Street
Winnipeg, Manitoba
R3L 2T4
Phone: 475-3728
Fax 453-2692

MANITOBA COUNCIL OF ARCHIVES

PROGRAM: **Program**

PURPOSE: To encourage the development of Manitoba's archival system.

WHO MAY APPLY: Any archival institution or repository engaged in the acquisition, care and preservation of archival materials, and which makes them available for continuing use under defined conditions by the sponsoring organization and by the general public. Must be accepted as a member of the Manitoba Council of Archives.

CRITERIA: Project description and criteria are being reviewed and revised during the 1990-91 fiscal year. Those institutions who are interested should contact the Manitoba Council of Archives for further details.

CONTACT: Lawrence Klippenstein, President
Manitoba Council of Archives
Box 27007
1 Lombard Place, Lombard Square
Winnipeg, Manitoba
R3B 3K1
Phone: 888-6781
Fax No: 831-5675

MANITOBA HERITAGE FEDERATION

INTRODUCTION: The Manitoba Heritage Federation is a non-profit organization which promotes and encourages the development and preservation of all aspects of Manitoba`s heritage by providing a forum for the sharing of common interests. It also serves as the provincial umbrella group for the distribution of lottery funds to the province`s heritage community.

PROGRAM: **GAMING FUNDS ALLOCATION**

PURPOSE: The purpose of the grant program is to assist with promoting, encouraging, developing and preserving the heritage of Manitoba.

WHO MAY APPLY: Individuals or non-profit organizations based in Manitoba.

CRITERIA: Meet the objectives of the Manitoba Heritage Federation. The project should be an asset to the heritage community.

Demonstrate the capacity for planning, budgeting and implementing the project to the satisfaction of the Manitoba Heritage Federation.

In case of an organization, be directed by a duly constituted board of volunteers which assumes account- ability to a membership and meets at least annually.

In case of an individual, have the background to enable him/her to fulfill the objectives of the projects as evidenced by a resume/C.V. and letter of reference.

LEVEL OF ASSISTANCE: Each application is assessed according to the above criteria. Support of a project will be based on availability of funds and the merit of the project.

Funds are not available for operating costs, feasibility studies, or landscaping of a contemporary nature.

Only expenses incurred after December 1st are eligible.

APPLICATION DEADLINE: Application forms are distributed September 1st. There will be one application deadline, December 1st.

CONTACT: Manitoba Heritage Federation Inc.
434 - 167 Lombard Ave.
Winnipeg, Manitoba
R3B 0T6
Phone: 943-4568
Fax No: 942-3749

PROGRAM: TRAVEL GRANT

PURPOSE: To provide financial support for provincially based or regional organizations to send one delegate to a national or international conference relevant to its discipline and which would provide benefits to the Manitoba heritage community as a whole.

WHO MAY APPLY: Any non-profit heritage organization, provincial based or regional in scope that has a mandate to serve within the province, a region or discipline in the province.

CRITERIA: Meet the objectives of the Manitoba Heritage Federation. The project should be an asset to the heritage community.

The applicant is requested to allow adequate time for processing and is advised to apply as early as possible to ensure availability of funds.

An organization shall be limited to receive funding for one delegate to one conference in a funding period.

Funding will not be made retroactively.

LEVEL OF ASSISTANCE: Applications will be judged on their own merit.

Travel Grant Fund shall be limited to an annual total of $10,000.00

Application requests shall not exceed a maximum of $1,000.00 Funds are to be limited to the specific expences for travel and accommodation.

Decision on the application is contingent on funds being available.

APPLICATION DEADLINE: Applications may be submitted throughout the year. Funding period will be from July 1st to June 30th of each year.

Application must be in the Federation office for a minimum of six weeks prior to the actual required travel time.

CONTACT: Manitoba Heritage Federation, Inc.
434-167 Lombard Ave.
Winnipeg, Manitoba
R3B 0T6
Phone: 943-4568
Fax No: 942-3749

PROGRAM: **HERITAGE DEVELOPMENT PROGRAM**

PURPOSE: The Heritage Development Program will provide a foundation for new dimensions in the coordination of efforts to foster a sense of purpose and priority for heritage overall, and to create an expanding awareness of the importance of heritage preservation. This program will be available for a five yearperiod from 1990-1995 with approxiametly $100,000 being available each year. A program application may be fundedup to a maximum of $20,000.00 Projects may be multi-phased in scope spreading over several years. The concept would be approved in principle but each phase would be funded contingent upon review of the previous year`s results, availability of funds and changing priorities.

The HDP is divided into three distinct phases. Each phase will introduce new opportunities for heritage organizations to secure funding that will assist their own objectives and at the same time ensure that the results of the project will benefit other organizations in the community as well.

PHASE 1 - PLANNING FOR A FUTURE HERITAGE

Objective - The objective of Phase 1 is to provide resources to the heritage community to facilitate planning for the future of heritage in the province. The results of the various planning projects can serve the target groups in any number of ways to be able to organize, priorize, educate, evolve or grow within thier individual areas of interest. At the same time, the Federation will use the results of their studies to examine the same issue in an overall context.

PHASE 2 - HERITAGE, A SINGLE COMMUNITY

Objective - The objective of Phase 2 is to build the many heritage organizations and interests that exist in the province into a network that can share ideas and concerns, and work in harmony to preserve and protect our common concern.

PHASE 3 - PROMOTING HERITAGE TO THE PUBLIC

Objective - The objective of Phase 3 is to take our message to the general public and specific target groups (children, corporations, ethnic groups and government). By this time there will be sufficient results available from the two previous phases to identify the targets and to generate interest in heritage concerns. It is anticipated that by the end of this five year period, Manitoban`s collective consciousness about heritage will be raised to a higher level.

WHO MAY APPLY: To be eligible for support , an applicant must meet the following:

1) Meet the objectives of the Manitoba Heritage Federation Inc. which are the promotion, encouragement, development and preservation of the heritage of Manitoba.
2) Demonstrate the capacity for planning, budgeting, financially administering, implimenting and maintaining the project to the satisfaction of the Manitoba Heritage Federation.
3) Be a non-profit organization directed by a duly constituted board of volunteers which assumes accountability to a membership and meets at least annually.
4) Operate on a sound financial basis, have a plan of organization and maintain an adequate system of records and reports.

CRITERIA: To be eligible for support, a project must meet the following:

1) Project must be heritage related and regional in scope. Project applicants should consider organizing with other heritage organizations and interested agencies to develop projects that are of mutual benefit.
2) Projects must be a new initiative. If a project falls within the criteria for funding through the regular grant allocations of the Gaming Funds Committee then it would not likely qualify for the Heritage Development Program.
3) The Project must have measurable benefits to the community.

LEVEL OF ASSISTANCE:

1) A project may be funded in its entirety including administrative costs of the organization.
2) A project may be funded up to a maximum of $20,000.00 for an application in a single year.
3) A project that is multi-phased spreading over several years would be approved in principle. Funding for each phase would be contingent upon the review of preceding year's results, availability of funds and changing priorities.

APPLICATION DEADLINE: Ongoing. Level of Funding is contingent on funds being available and the merit of the project. Funding period is April 1st to March 31st.

CONTACT:

Manitoba Heritage Federation, Inc.
434 - 167 Lombard Ave.
Winnipeg, Manitoba
R3B 0T6
Phone: 943-4568
Fax No: 942-3749

MULTICULTURAL GRANTS ADVISORY COUNCIL

PROGRAM: **ETHNOCULTURAL COMMUNITY SUPPORT FUND**

PURPOSE: All activities by an eligible organization, subject to the exclusions noted, which are of benefit to the organiza- tion, to the ethnocultural community, or to the wider community will be considered for support.

Applications may be made for special projects, operating funding or capital projects.

WHO MAY APPLY: In order to apply to the Ethnocultural Community Support Fund, an organization must:

1. Be a non-profit community-based ethnocultural organiz- ation or a non-profit organization composed of and serving two or more ethnocultural groups.

2. Be incorporated under provincial or federal laws if the annual operating budget exceeds $40,000.00.

3. Have been in existence at least one year.

4. Have a constitution, by-laws or articles of incor- poration clearly defining the nature, objectives and tasks of the organization.

5. Be directed by a duly constituted Board of Directors or Executive accountable to membership that meets at least four (4) times a year and serves without remuneration.

6. Have a plan of organization, develop an annual budget, operate on a sound financial basis, maintain an adequate system of records and reports, and publish an audited or certified financial report.

Priority will be given to:

a. Manitoba-based activities of an intercultural nature;

b. Upgrading of technical, administrative and management skills of volunteers, members and staff;

c. Community and organization development strategies;

Particular consideration will be given to organizations located 75 or more kilometres from Winnipeg.

EXCLUSIONS:

1. religious institutes (churches, synagogues, temples, etc.)
2. national organizations;
3. organizations whose guiding objectives are political/ ideological;
4. Provincial and Federal departments and Crown agencies.

LEVEL OF ASSISTANCE:

All allocations are on a one-time basis with no guarantee of future funding. Multicultural Grants Advisory Council will provide up to 50% of the eligible budget submitted. Funds are provided through awarding of bingo events, a cash award or a combination of the above.

Special Projects

A special project is an activity of a non-recurring nature. A description of the project detailing objec- tives, time frame and budget should be submitted along with letter of endorsement from participating organiza- tions.

Applications for assistance must be received prior to the start of the activity.

Up to 75% of the allocation award may be disbursed in advance of the event.

The balance of the allocation will be disbursed following receipt of an audited or certified true financial state- ment and a satisfactory evaluation report of the event.

The balance of the allocation may be forfeited if the additional information is not received within 60 days of the project completion.

Operational Funding:

Up to 75% of the allocation may be disbursed in advance.

The balance of the allocation will be disbursed upon receipt of the next semi-annual financial statement and evaluation that the funds are being used as approved.

The organization's annual reports must be filed with the Multicultural Grants Advisory Council for the year in which the allocation was made.

The balance of the allocation may be forfeited if the financial and evaluation information is not received within 60 days of the normal date for the semi-annual financial statement.

Capital Projects:

Eligible organizations may apply for funds to purchase materials and for the renovation, the purchase or construction of a facility.

Applicants requesting assistance for the purchase of materials must describe the nature of the material, their purpose and submit at least two competitive quotes where possible.

Applicants requesting assistance for renovation of a facility must submit:

- estimates from at least two contractors
- copies of all titles and/or mortgage agreements
- evidence of the organization's ability to complete the project

Applicants requesting assistance for the purchase of a facility must submit:

- a copy of the legal description of the property
- a copy of the signed agreement to purchase

Applicants requesting assistance for the construction of a facility must submit:

- a copy of the legal description of the property
- estimates from at least two contractors

Up to 75% of the allocation of capital projects may be disbursed in advance.

The balance will be disbursed on the basis of:

1. A cash flow statement

2. Receipt of satisfactory evidence that the organization has already expended an amount equal to the total allocation

3. The cash flow and evidence of expenditures must be received within 6 months of the notification of the allocation.

Failure to comply with this condition may result in ter- mination of the allocation, in which event the organiza- tion must refund to the Ethnocultural Community Support Fund all monies previously disbursed.

APPLICATION DEADLINE:

Applications must be made on the appropriate form provided by the Multicultural Grants Advisory Council and must be complete in all respects with the appropriate documentation attached.

Application forms must be received by the Multicultural Grants Advisory Office no later than April 30th, August 31st and December 31st.

CONTACT:

Mr. Resty Taruc
Multicultural Grants Advisory Council
410 - 177 Lombard Avenue
Winnipeg, Manitoba
R3B 0W5
Phone: 942-5362

CANADA FITNESS AND LIFESTYLE RESEARCH INSTITUTE

PROGRAM: **RESEARCH CONTRIBUTIONS PROGRAM**

PURPOSE: To facilitate and support the development and dissemina- tion of knowledge concerning physical fitness and active living.

60O MAY APPLY: Any qualified researcher or group of researchers within Canada. This includes universities, colleges, national, provincial or municipal associations, agencies or institu- tions, research groups or individuals.

CRITERIA: Criteria for funding are relevance to the Institute`s mandate, scientific merit, competence of the investigator, ethical aspects of the study and appropriateness of the budget. In all cases, a qualified researcher must be designated as the principal investigator who will be responsible for the project.

In addition, a suitable agency must be designated respon- sible for the financial administration of the project.

Applicants should present a concise proposal that includes a detailed and orderly plan for accomplishing the research.

LEVEL OF ASSISTANCE: Typically about $300,000.00 is set aside to support projects that are relevant and scientifically sound. Funded studies do not normally exceed $25,000 per year.

Funds can only be used for the purposes described in an approved funding arrangement; since payments are condi- tional on satisfactory performance. Statements of expendi- tures, progress reports and a final report must be sub- mitted in accordance with stated requirements.

Funding support may be for a maximum of three years. Second and third year funding subject to meeting the above reporting criteria.

APPLICATION DEADLINE: Applications must be received by December 1, 1990. Application forms were distributed in June to research administration offices and departments, schools or faculties of physical education and recreation of all Canadian universities, as well as national organizations that are strongly associated with physical activity and fitness.

REMARKS: The Institute is a private non-profit incorporated organization funded by Fitness Canada.

CONTACT:

Canadian Fitness and Lifestyle Research Institute
200 - 47 Clarence Street
Ottawa, Ontario
K1N 9K1
Phone: 1-613-236-0173
Fax No: 1-613-236-8857

FOUNDATIONS

There are many foundations based in Manitoba and throughout Canada. They are all potentially a valuable source of funds for your community projects. Foundations usually have areas of interest to which they would prefer to distribute their funds. However, many foundations will fund worthwhile projects that are outside their areas of interest.

The following is a partial list of existing foundations with specific interests in either sports, the arts, health, education, recreation or a general interest in a wide array of areas. Names of other foundations and in-depth details on each foundation are available in the Canadian Directory to Foundations, 8th Edition 1988. Editors: Allan Arlett, Norah McClintock. Published by The Canadian Centre for Philanthropy, Toronto.

The Centre covers all aspects of organizational management as well as fund raising. An extensive reference library is open to the public with a branch in Winnipeg. The Centre hosts annual conferences on the topic and has available a computerized foundation search.

For more information on the Centre please write to:

Canadian Centre for Philanthropy
74 Victoria Street
Suite 920
Toronto, Ontario
M5C 2A5
Phone: 416-368-1138

The local address for the Manitoba Branch of The Centre of Philanthropy is 5 Donald Street, S., Winnipeg, Manitoba, R3L 2T4.

Foundations:

	NAME	ADDRESS	INTERESTS
1.	Birks Family Foundation Foundation	1240 carre Phillips, Montreal, P.Q. H3B 3H4	- sports, arts
2.	Bronfman Foundation; The Marjorie & Gerald	1245 ouest, rue Sherbrooke Bureau 1700, Montreal PQ H3G 1H4	- arts
3.	Canada Packers Foundation	95 St. Clair Ave. W., Toronto Ont. M4V 1P2	- education, health
4.	Catholic Foundation of of Manitoba	Box 1364 Winnipeg, MB R3C 2Z1	- education
5.	Devonian Group of Charitable Foundations	770 - 999 Eight St. S.W, Calgary, Alberta T2R 1J5	- historic pre-servation & conservation
6.	Eaton Foundation	1 Dundas St. W., 20th Floor Toronto, Ont. M5B 1C8	- arts, education

7.	Ivey Foundation	618 Richmond St., London, Ont. N6A 5J9	- arts, culture
8.	Jewish Foundation of Manitoba	370 Hargrave St., Suite 204, Winnipeg, MB R3B 2K1	- culture, arts
9.	Kahanoff Foundation	Suite 1250, 321 - 6th Ave. S.W. Cadillac Fairview Building, Calgary, Alta. T2P 3H3	- education, arts, culture
10.	Laidlaw Foundation	60 St. Clair Ave. East, Ste. 203 Toronto, Ont. M4T 1N5	- performing arts
11.	Macdonald Stewart Foundation	Box 12000 Station "A", Montreal, P.Q. H3C 3P3	- historic preservation, museums
12.	McLean Foundation	95 St. Clair Ave. W., 16th Fl. Toronto, Ont. M4V 1P2	- education, arts, culture, environment
13.	Murphy Foundation	919 - 167 Lombard Avenue, Winnipeg, MB R3B 0V3	- conservation, health education
14.	Penner Family Foundation	Box 909, Steinbach, MB R0A 2A0	- religion education
15.	Reimer Family Foundation	1400 Inskter Blvd., Winnipeg, MB R2X 1R1	- religion, youth
16.	RHW Foundation	1155 ouest, boulevard Dorchester Bureau 2912, Montreal, PQ H3B 2L5	- wide array
17.	Richardson Century Fund	1 Lombard Place, 30th Floor, Winnipeg, MB R3B 0Y1	- wide array
18.	Sill Foundation	385 St. Mary's Ave., Winnipeg, MB R3C 0N1	- wide array
19.	Westwind Foundation	c/o Canada Permanent Trust - 20 Eglington Ave. W., Toronto, Ont. M4R 9Z9	- arts, culture
20.	Winnipeg Foundation	759 - 167 Lombard St., Winnipeg, Manitoba R3B 0V3	- recreation, sport association arts
21.	Wolinsky Foundation	400 - 228 Notre Dame Ave., Winnipeg, MB R3B 1N7	- special needs groups

JUNIOR OLYMPICS

PROGRAM: **JUNIOR OLYMPICS**

PURPOSE: The Canadian Olympic Association's Junior Olympics encourage young Canadians between the ages of 5 and 14 to participate in sporting, educational and artistic activities, creating a true Olympic spirit of partici- pation, fun and achievement. While learning about the Olympic ideals of fair play, friendship and striving to be the best you can be, Junior Olympians can acquire sports experience and an understanding of the ideals of Olympism through educational and cultural activities that are a part of every Olympic Games.

WHO MAY APPLY: Educational boards, sport bodies and recreation organizations.

CRITERIA: A genuine interest and belief in the Junior Olympics Program.

LEVEL OF ASSISTANCE: The Junior Olympics program is an educational program of the Canadian Olympic Association.

Junior Olympics will provide the organizers of these events with educational resource packages which include ideas, posters, information, lesson plans, activities and handouts for the youngsters. Upon request, gold, silver and bronze ribbons are also available.

APPLICATION DEADLINE: On-going.

CONTACT: Canadian Olympic Association
1600 James Naismith Drive
Ottawa, Ontario
K1B 5N4
Phone: (613) 748-5647
Fax No: (613) 746-6322

MANITOBA ATHLETIC THERAPISTS ASSOCIATION

PROGRAM: **ATHLETIC FIRST AIDER PROGRAM**
LEVEL 1, 2, 3.

PURPOSE: This is a progressive program in prevention and care of sports injuries to satisfy the growing need for skilled individuals with a better understanding of the prevention and proper treatment of sport injuries. The Athletic First Aider program is aimed at developing an awareness of sports injuries in individuals that will be responsible for the health of athletes during competition and to prepare them to accept the responsibilities of the team's athletic therapy requirements.

WHO MAY APPLY: Anyone working with individuals or groups in the area of physical activity will benefit from completing the Athletic Therapy levels program. (Coaches, parents, teachers, fitness instructors).

CRITERIA: Any community is eligible to apply to host the Athletic First Aider programs. You must be able to ensure a facility to house the clinic and the minimum number of participants - (15).

LEVEL OF ASSISTANCE: Cost of the instructors, the resource material and taping supplies will be provided by the Manitoba Athletic Therapists Assoc. Cost per person will be assessed as follows: Level 1: $20; Level 2: $30; Level 3: $40/Module.

APPLICATION DEADLINE: On-going program.

REMARKS: The levels deal with the following information.

Level 1: Essential preventative techniques and immediate first-aid procedures. Course includes prevention, pro- tective equipment, first aid, common injuries, strapping practicum and a first aid kit content listing.

Level 2: Basic conditioning theories, injury identifica- tion, use of heat and cold, specific strapping techniques, emergency procedures. Course also includes gross anatomy, mechanisms of injury, field assessment and immediate care, introduction to rehabilitation.

Level 3: Develop individuals with more detailed under- standing of anatomy, mechanism of injury, basic assessment and rehabilitation including individuals aspiring to be in charge of a team's athletic therapy requirements.

CONTACT:

Manitoba Athletic Therapists Association, Inc.
c/o Ms. Shawnee Scatliff
University of Manitoba
156 Frank Kennedy Building
Winnipeg, Manitoba
R3T 2N2
Phone: 474-8724
Fax No: 275-5122

PROGRAM: **SPECIAL EVENTS VEHICLE**

PURPOSE: This vehicle is an on-site work station to provide athletic first aid services to sports events held in Manitoba.

WHO MAY APPLY: Any amateur sports group who is hosting a national, provincial, regional or community sporting event.

CRITERIA: The vehicle shall be provided to sporting event on the following priority basis:

a) National Championship
b) Provincial Playoffs/Championships
c) Regional Playoffs/Championships
d) Tournaments
e) League Games

In the event of conflict, priority will be given to those events in which inherent nature for injury put the athletes at greater risk, and/or to the events having the greater number of participants.

LEVEL OF ASSISTANCE: There is no charge for the vehicle, however requesting organizations will be invoiced for the following: First aid supplies used at the event, personnel honorariums and special event vehicle travel cost. A deposit of personnel honorariums is required to confirm requested services.

APPLICATION DEADLINE: The program is on-going. To ensure bookings applications should be made at least 4-6 weeks in advance. This allows time to arrange qualified people to attend the van.

CONTACT: For further information and van application forms contact:

Ms. Shawnee Scatliff
Manitoba Athletic Therapists Assoc.
University of Manitoba
156 Frank Kennedy Building
Winnipeg, Manitoba
R3T 2N2
Phone: 474-8724
Fax No: 275-5122

MANITOBA HABITAT HERITAGE CORPORATION

PROGRAM: **The Critical Wildlife Habitat Program**

PURPOSE: Conservation, restoration and enhancement of Manitoba fish and wildlife habitats in Agro-Manitoba through land acquisition, habitat protection agreements (leases), and habitat development. The Critical Wildlife Habitat Program is a joint undertaking by the Manitoba Habitat Heritage Corporation, Wildlife Habitat Canada, world Wildlife Fund (Canada), Manitoba Natural Resources and the Manitoba Naturalists Society.

WHO MAY APPLY: Individuals, community groups, fish and game clubs, naturalists groups, schools and municipalities interested in conservation of Manitoba wildlife habitats.

CRITERIA: Projects to preserve, or enhance critical wildlife habitat may include:
* purchasing strategic parcels of land.
* signing habitat protection agreements with landowners to maintain valuable habitat.
* prescribed burning to perpetuate unique plant communities
* enhancing wildlife habitat by establishing forage plots, providing watering sites and constructing small dams and dikes
* erecting artificial nest structures for threatened or endangered species.

LEVEL OF ASSISTANCE: Provincial Fish and Wildlife staff will provide expertise. Cooperating groups or individuals may be expected to contribute time and/or labour, and/or monetary assistance.

A project proposal should include the purpose of the pro- ject, a description of the work to be undertaken, an estimate of costs and a statement of the anticipated benefits.

APPLICATION DEADLINE: On-going.

CONTACT: Manitoba Habitat Heritage Corporation
Box 24
1495 St. James Street
Winnipeg, Manitoba
R3H 0W9
Phone: 945-7756(Winnipeg)
726-6448 (Brandon)
638-9111 (Dauphin)
268-1411 (Beausejour)
642-8155 (Gimli)
Fax No: 945-3077

MANITOBA COUNCIL ON AGING

MANITOBA SENIOR CITIZENS' HANDBOOK

Originally printed in 1981, the Manitoba Senior Citizens' Handbook has served as a guide to the many services available to seniors in the province of Manitoba. The Handbook provides a brief description of the programs and services available to older Manitobans through government and non-profit community organizations.

The Manitoba Council on Aging publishes this resource guide. The fourth edition will be available in October 1990 in English. French, German and Ukrainian translations will be available early in 1991.

A review of the Table of Contents reveals the following topic areas:

1) Information Services
2) Retirement Planning and Financial Counselling
3) Financial Benefits for Older Manitobans
4) Living Accomodation
5) Voices for Seniors
6) Multi-service Organizations and Seniors Centres
7) Active Living
8) Education and Travel
9) Volunteer Opportunities
10) Opportunities for Work
11) Resources for New Canadian Seniors
12) Services and Supports for Independant Living
13) Health Care Services
14) Resouces for Caregivers
15) Counselling and Emergency Services
16) Coping with Death
17) Legal and Consumer Rights and Services
18) Directory

Every senior citizen and anyone interested in the welfare of Manitoba seniors would find this handbook a handy resource.

Copies are made available through:

Manitoba Health
Council on Aging
333 - 260 St. Mary Ave.
Winnipeg, Manitoba
R3C 0M6
Phone: 945-1999
Fax No: 948-2004

NATIONAL FILM BOARD OF CANADA

PROGRAM: **NATIONAL FILM BOARD**

PURPOSE: To produce, market and distribute films and videos in the national interest and in particular to interpret Canada to Canadians and to other countries.

WHO MAY APPLY: Any individual, business, government or non-profit organization.

CRITERIA: Reservations for videocassettes and films are accepted by telephone, mail or on a walk-in basis, up to 90 days prior to playdate.

Customers are asked to apply for a library card to facilitate transactions.

Orders are shipped by mail if the customer cannot pick up at the library. Return transportation is the customer's expense.

Information and reference assistance are available on request. Descriptions for over 20,000 Canadian audio- visual productions are available from the NFB FORMAT database. A selection of catalogues and promotional documents is also available. General advice on other sources for NFB productions may also be obtained on request.

Most films and videos distributed by the NFB are also available for purchase.

RENTAL FEES

All video cassettes: $2.00/day plus P.S.T.

16 mm film:

1 - 30 minutes $4.00 plus P.S.T./5 working days
31 - 60 minutes $6.00 plus P.S.T./5 working days
61 minutes or more $8.00 plus P.S.T./5 working days

LEVEL OF ASSISTANCE: Production:

Undertakes the production of films and videos in the public interest.

Marketing:

Undertakes the launching and promotion of NFB films and videos.

Library:

Offers films and videos on a wide range of topics including wildlife, women's issues, social issues, health, the arts, animation and others. Documentaries, animation, dramas and children's films are included in the NFB collection.

APPLICATION DEADLINE: On-going.

REMARKS: All library and production services are available in both French and English.

CONTACT: National Film Board of Canada
245 Main Street
Winnipeg, Manitoba
R3C 1A7
Phone: Library: 983-4131
English Program: 983-3160
French Program: 983-3185
Fax No: 983-0742

REGIONAL SPORT ASSOCIATIONS

Regional Sport Associations have been established in each of the regions in Manitoba. Each sport association is dedicated to the development of sport at all levels in communities in their respective regions. Each association follows guidelines in determining their own program criteria and levels of assistance. Contact your local Recreation Director or Regional Sport Association for full funding information.

Regional Sport Associations:

Volunteer Chairpersons	Staff
Mr. Pat Kirby, Chairman Central Region Sport Assoc. Inc. P.O. Box 127 Carman, Manitoba R0G 0J0	Mr. Kelly McConnell Sport Co-ordinator - Central c/o P.O. Box 1750 Morden, Manitoba R0G 1J0 822-6346
Mr. Bob Becker, Chairman Eastman Sport Dev. Assoc. Box 50 Beausejour, Manitoba R0E 1A0	Ms. Marion Mitchell Sport Co-ordinator - Eastman Holly Avenue Pine Falls, Manitoba R0E 1M0 268-2172
Mr. Al Butler, Chairman Interlake Sport Dev. Assoc. c/o Box 1519 Gimli, Manitoba R0C 1B0	Mr. Roger Langlais Sport Co-ordinator - Interlake c/o P.O. Box 1519 Gimli, Manitoba R0C 1B0 642-8425
Mr. Bernie Chrisp, Chairman Parkland Sport Council 27 - 2nd Avenue, S.W. Dauphin, Manitoba R7N 3E5	Mr. Rick Pineau Sport Co-ordinator - Parkland c/o 27 - 2nd Avenue, S.W. Dauphin, Manitoba R7N 3E5 638-9111
Ms. Evelyn Clegg, Chairman Westman Sport Association 340 - 9th Street Brandon, Manitoba R7A 6C2	Ms. Maureen Bonar Sport Co-ordinator - Westman c/o 340 - 9th Street Brandon, Manitoba R7A 6C2 726-6072
Mr. Brian Le Poudre, Chairperson Norman Reg. Sport Assoc. Inc. c/o 59 Elizabeth Drive (Box 21) Thompson, Manitoba R8N 1X4	Mr. Lee Hanson Sport Co-ordinator - Norman c/o 59 Elizabeth Drive (Box 21) Thompson, Manitoba R8N 1X4 778-4411

SERVICE CLUBS

There are various service clubs located in your community. Their main objective is to raise funds for worthwhile projects. If you require assistance with a program or project in your community these groups may be a valuable resource. Some of these clubs are:

- Benevolent and Protective Order of Elks of Canada
- Fraternal Order of Eagles
- I.O.D.E.
- Jaycees
- Kinsmen
- Kiwanis
- Shriners
- Knights of Columbus
- Lions
- Masons
- Independent Order of Odd Fellows
- Optimistic International
- Order of the Eastern Star
- Order of the Royal Purple
- Quota Club
- Rebekah Assembly of Manitoba
- Rotary Club
- Royal Canadian Legion
- Salvation Army
- Sertoma Club

WILDLIFE HABITAT CANADA

PROGRAM: **WILDLIFE HABITAT CANADA**

PURPOSE: The purpose of the funding programs are to provide financial support for projects that promote the conser- vation, restoration and enhancement of wildlife habitat in Canada.

WHO MAY APPLY: Individuals, non-profit organizations, government agencies and private business organizations.

CRITERIA: Types of potential proposals could include:

1) private stewardship
2) habitat rehabilitation and improvement
3) public education/awareness
4) habitat acquisition
5) research or scholarship
6) demonstration projects for integrated resource management

Ten (10) copies of your proposal should be submitted after consultation with Wildlife Habitat Canada.

Guidelines for submissions are available.

LEVEL OF ASSISTANCE: Will consider funding up to a maximum of 50% of the total cost.

Submissions should include comments from relevant government agencies and funding from additional sources.

APPLICATION DEADLINE: The submission deadline for research proposals is August 1st. All other projects may be submitted on a bi-annual basis by April 1st or October 1st.

CONTACT: Amanda Jones, Director of Operations
Wildlife Habitat Canada
Suite 301, 1704 Carling Avenue
Ottawa, Ontario
K2A 1C7
Phone: 1-613-722-2090
Fax No: 1-613-722-3318